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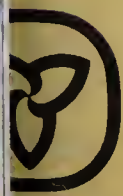




# **KWIC Index**

**to Your Ontario Government Services**

# **1984**



Ontario

**Ministry of  
Government  
Services**

**Information  
Services Branch  
Directories and  
Databases Section**

**Hon. George Ashe  
Minister  
Glenn R. Thompson  
Deputy Minister**

**May, 1984**

The KWIC (Key Word in Context) INDEX TO YOUR ONTARIO GOVERNMENT SERVICES is prepared by the Information Services Branch, Directories and Databases Unit. It is designed to provide the user with "key word" access to the descriptions of the branches, programs and agencies of the Ontario Government. If you have any comments or suggestions about the KWIC INDEX, please contact us at 965-1469, and/or fill in the questionnaire on page i and send it to:

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Queen's Park, Toronto M7A 1N3

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Map of Queen's Park and Vicinity

A map of the Queen's Park area is included in this edition; see page 498.



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# THE ONTARIO PARLIAMENT

Lieutenant Governor

## PARLIAMENT

(encompasses three areas of responsibility)

### LEGISLATIVE

- enacts, amends, and repeals legislation
- authorizes the collection of funds
- debates the policies put forth by the Government

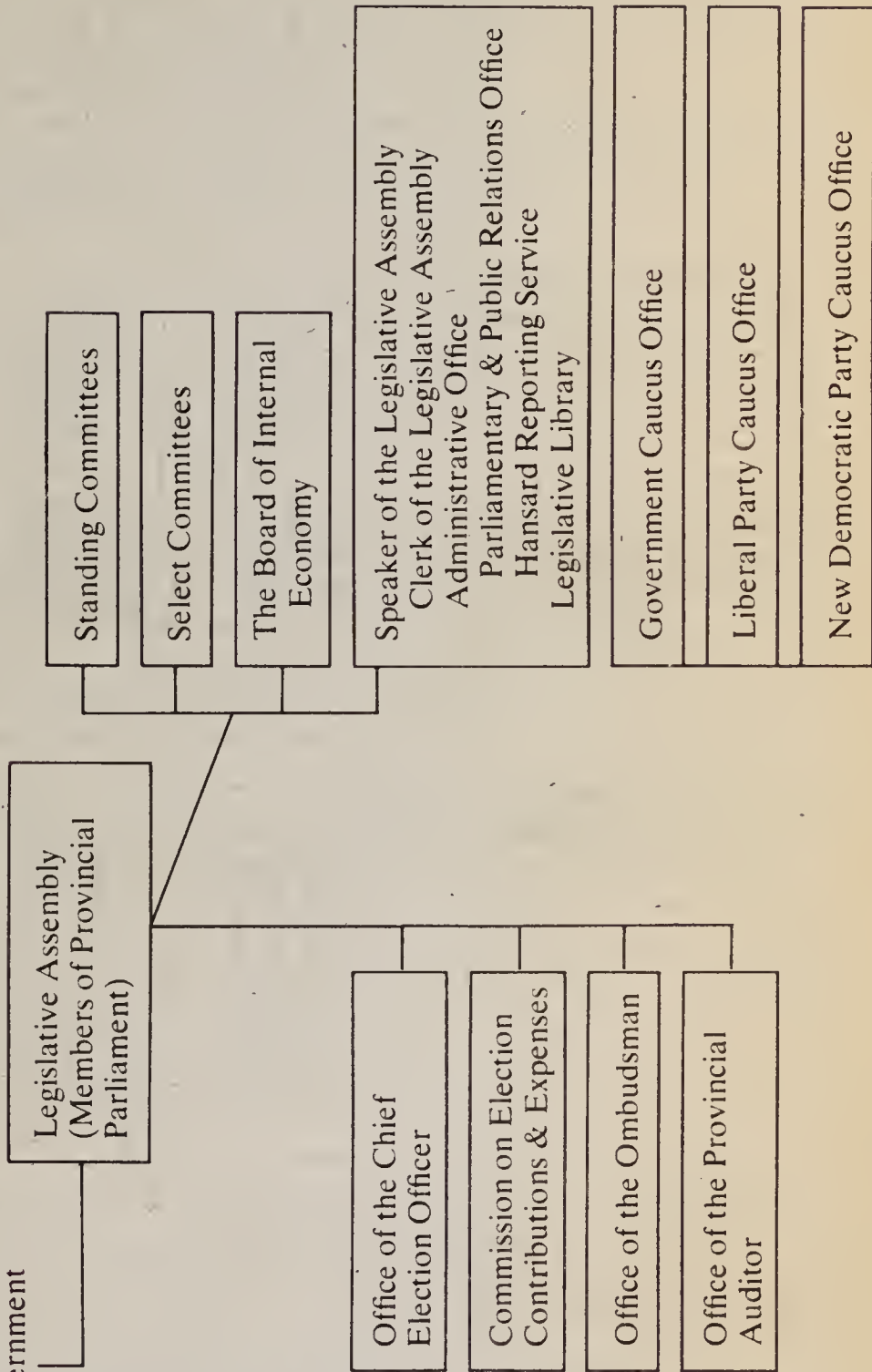
### JUDICIARY

- adjudicates civil & criminal disputes through all levels of courts in the province

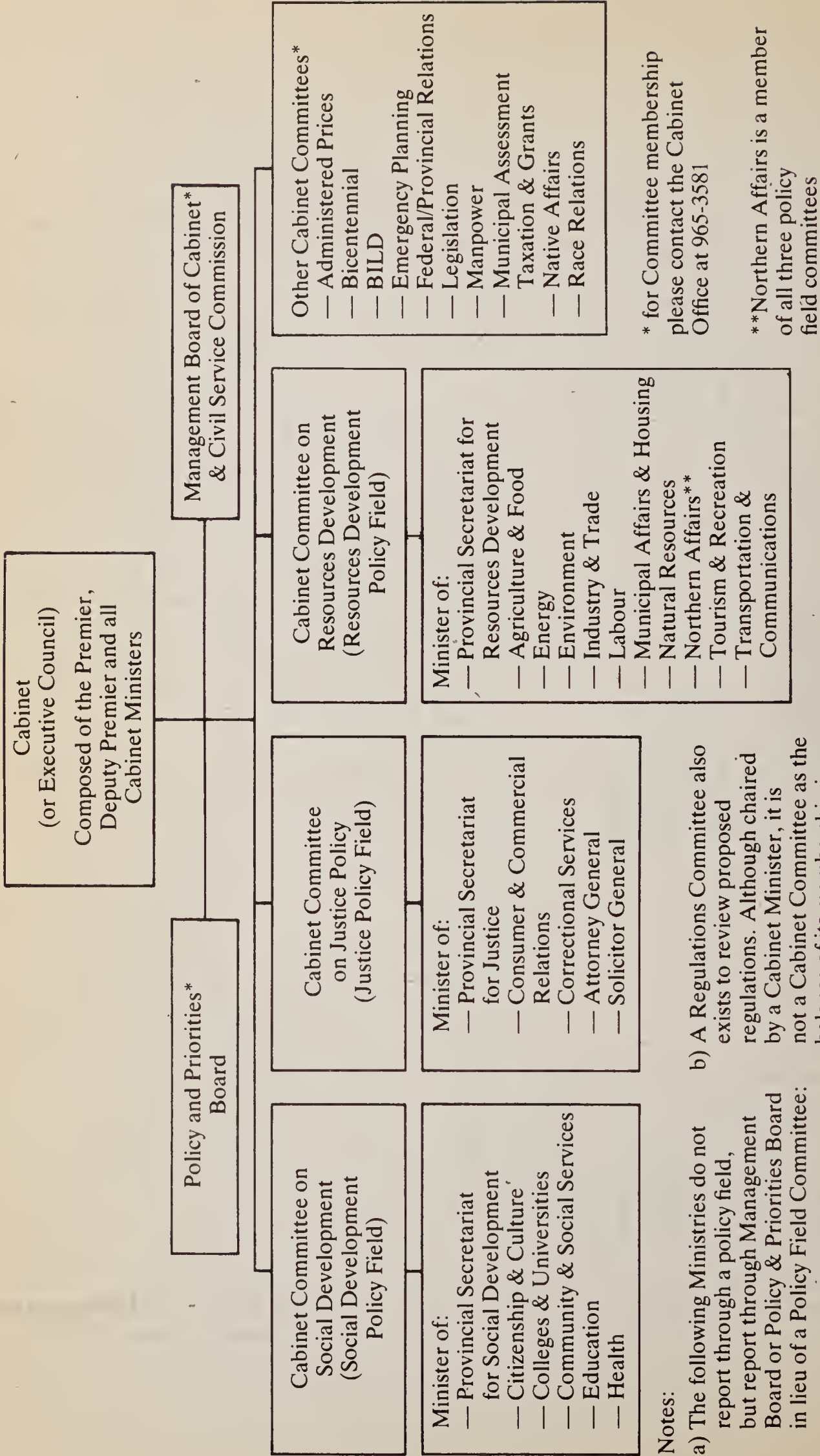
### EXECUTIVE

- formulates government policy
- administers government programs

(see next page)



CABINET AND ITS COMMITTEES



\* for Committee membership  
please contact the Cabinet  
Office at 965-3581

\*\*Northern Affairs is a member  
of all three policy  
field committees

Notes:

- a) The following Ministries do not report through a policy field, but report through Management Board or Policy & Priorities Board in lieu of a Policy Field Committee:
- Treasury & Economics
  - Revenue
  - Intergovernmental Affairs
  - Government Services
- b) A Regulations Committee also exists to review proposed regulations. Although chaired by a Cabinet Minister, it is not a Cabinet Committee as the balance of its membership is made up of Parliamentary Assistants.



## THE ONTARIO GOVERNMENT

The three major divisions of parliamentary government in Ontario are the Executive, the Legislative and the Judiciary.

**Executive:** The Queen, represented by the Lieutenant Governor is the nominal executive and head of state. The Premier and Ministers of the Crown (Cabinet) form the active executive, formulate government policy and administer its programs.

The basic units of the administrative structure headed by the offices of the Premier and Deputy Premier, are the 24 Ministries (e.g., Education, Health, Environment) and the three Policy Secretariats, each responsible to a Minister in Cabinet.

**Legislative:** The legislative function is the responsibility of the Legislative Assembly composed of the elected members, including the Premier and other Ministers. The Assembly performs three main functions, namely: legislative - enacts, amends and repeals legislation; financial - authorizes the imposition of taxes and reviews expenditure estimates; critical - discusses and criticizes policies put forward by the Executive.

**Judiciary:** The judiciary is responsible for the administration of justice by adjudicating civil and criminal disputes through the Ontario courts system which is constituted by provincial statute. Provincial court judges are appointed provincially by the Lieutenant Governor in Council; county, district court and Supreme Court of Ontario judges are appointed federally by the Governor General in Council. Courts administration is the responsibility of the Ministry of the Attorney General.

The information in the KWIC Index aims to outline the powers and responsibilities of the Legislative Assembly, the Cabinet and its committees and the branches and agencies that report to a Cabinet Minister or to the Lieutenant Governor in Council through a Minister.

## THE CABINET

### CABINET

Legislative Bldg., Rm. 381  
Queen's Park, Toronto M7A 1A1  
416-965-1945

### CABINET 1

The Cabinet, officially called the **Executive Council**, exercises the executive power of the Ontario Government. The Cabinet comprises the Premier, the Deputy Premier, the Provincial Secretaries of the three policy fields, (Justice, Resources Development, Social Development), Ministers, whose responsibility it is to direct the ministries within these policy fields, the Treasurer and Minister of Economics, the Minister of Intergovernmental Affairs, the Minister of Revenue, the Minister of Government Services, the Chairman of Management Board and Ministers without portfolio. The **Cabinet Office** provides staff support for Cabinet, the Policy and Priorities Board of Cabinet and the Cabinet Committees on Legislation, Justice, Resources Development, Social Development, and other

committees as required. For information on the structure of Cabinet (Executive Council) write to Cabinet Office at the above address.

**POLICY AND PRIORITIES BOARD**

**CABINET 2**

Legislative Bldg., Rm. 381  
Queen's Park, Toronto M7A 1A1  
416-965-5718

The Policy and Priorities Board of Cabinet brings an over-all perspective to proposals being developed for consideration by the Cabinet. The Board is chaired by the Premier and includes the Chairman of the Management Board of Cabinet, the Treasurer, the Provincial Secretaries of the three policy fields (Justice, Resources Development, Social Development) and the Minister of Intergovernmental Affairs. For information on the policy fields, see listings under the Secretariat for each Field. For further information on the Policy and Priorities Board of Cabinet the public can write to Secretary of the Policy and Priorities Board at the above address.

**OFFICE OF THE DEPUTY PREMIER**

**ONTARIO STATUS OF WOMEN COUNCIL**

**CABINET 3**

4th Flr., Mowat Block  
900 Bay St.  
Queen's Park, Toronto M7A 1C2  
416-965-1111

The Ontario Status of Women Council advises the Ontario Government, through the Minister Responsible for Women's Issues, on matters pertaining to the status of **women** in Ontario. Appointed by Order in Council, there are sixteen members. The council evaluates and monitors existing legislation, policies and programs related to the needs and status of women; identifies specific areas requiring government attention and consults with groups to stimulate public discussion; and responds to requests from the Minister Responsible for Women's Issues for advice on matters relating to women. Reports annually to the Legislature through the Minister Responsible for Women's Issues.

**ONTARIO WOMEN'S DIRECTORATE**

**CABINET 4**

4th Flr., Mowat Block  
900 Bay St.  
Queen's Park, Toronto M7A 1C2  
416-965-7805

The Ontario Women's Directorate provides a focus for developing and analyzing legislation, policies and programs promoting justice, fairness and equity for Ontario women. It supports the Minister Responsible for **Women's** Issues and includes the Women's Bureau and the Women Crown Employee's Office. The coordination of policy development and communication functions cover a wide range of social, justice and economic issues.



ONTARIO WOMEN'S DIRECTORATE  
WOMEN CROWN EMPLOYEES OFFICE

CABINET 5

4th Flr., Mowat Block  
900 Bay St.  
Queen's Park, Toronto M7A 1C2  
416-965-0564

The Women Crown Employees Office in the Ontario Women's Directorate is responsible for the development and coordination of the Affirmative Action Program for **women Crown employees**. It monitors and evaluates the program and conducts **research** about **affirmative action** in the public sector. It also provides information about the government's own Affirmative Action Program, the objective of which is to raise the level and diversify the occupational distribution of women. The program's long-term goal is to ensure equal opportunity for women in the **Ontario public service**. The program operates under a Management Board of Cabinet directive which calls for a special initiative to accelerate improvement in the status of women Crown employees. The office also provides advice to ministries and agencies through their Affirmative Action Program Managers.

ONTARIO WOMEN'S DIRECTORATE  
WOMEN'S BUREAU

CABINET 6

4th Flr., Mowat Block  
900 Bay St.  
Queen's Park, Toronto M7A 1C2  
416-965-1537

The Women's Bureau in the Ontario Women's Directorate, is an information service and resource centre for people interested in the employment status of **women** in Ontario. Provides consulting services to employers in the private sector who wish to implement equal opportunity programs for full utilization of women **employees**. Provides **labour legislation** information through speakers and publications and conducts **research** on the status of women in Ontario's labour force. Although individual **counselling** is not available, the Bureau can refer people to appropriate sources. Provides outreach programs to serve low-income, **immigrant** and **Native** women. Operates a Resource Centre open to the public for research purposes and a **film lending library** for the use of educational institutions, employers and community groups. The Women's Bureau has a northern office at 435 James St. S., Thunder Bay P7E 6E3, telephone 807-475-1691.

ACTS

ACTS

CABINET 7

The Office of the Premier administers the following Acts.

Election Act  
Executive Council Act  
Lieutenant Governor Act  
Policy and Priorities Board of Cabinet Act  
Representation Act

## **MANAGEMENT BOARD OF CABINET**

**Frost Building South**

**Queen's Park, Toronto M7A 1Z6**

The Treasury Board preceded the Management Board of Cabinet. The Treasury Board, composed of members of the Executive Council, was first established in 1886 under the Audit Act, and continued from 1954 under the Financial Administration Act. The Board with the Treasurer as Chairman, acted as a committee of the Executive Council on all matters relating to finance, revenues, estimates, expenditures and financial commitments.

Amending legislation of 1956 and later years provided that the Board should have a Secretary with a staff. The Treasury Board Secretariat came to function as a department.

In December, 1971, the Management Board of Cabinet and its Secretariat were established under the Management Board of Cabinet Act.

### **MANAGEMENT BOARD OF CABINET**

**MANAGEMENT BOARD OF CABINET**

**MB 1**

**Frost Bldg. S., 7th Flr.**

**Queen's Park, Toronto M7A 1Z6**

**416-965-1772**

The Management Board of Cabinet is the Committee of Cabinet comprising a Chairman (965-6795), a Vice-Chairman and six other members of the Executive Council designated by the Lieutenant-Governor-in-Council, responsible for coordinating the financial and administrative operations of the government. The Board operates under the authority of the Management Board of Cabinet Act. It officially represents the Government of Ontario as the employer of its public servants.

### **MANAGEMENT BOARD SECRETARIAT**

**MANAGEMENT BOARD SECRETARIAT**

**MB 2**

**Frost Bldg. S., 7th Flr.**

**Queen's Park, Toronto M7A 1Z6**

**416-965-1772**

The Management Board Secretariat provides the staff assistance required by the Management Board of Cabinet. Divisions and branches of the Management Board Secretariat are described in the entries that follow. The Office of the Secretary directs the operation and administration of the Management Board Secretariat. The Secretariat's **Affirmative Action Program Manager** also reports to this office.

### **PROGRAMS AND ESTIMATES DIVISION**

**PROGRAMS AND ESTIMATES DIVISION**

**MB 3**

**Frost Bldg. S., 6th Flr.**

**Queen's Park, Toronto M7A 1Z6**

**416-965-6337**

The Programs and Estimates Division is responsible for corporate expenditure and manpower control and the Expenditure Estimates process, and is a major participant in the



Government's Resource Allocation process. It ensures that formal attention is given to results in the management of programs. It supports and advises Management Board and other Cabinet Committees in reviewing program implementation plans and proposals, and assessing the financial, manpower and results implications of proposed new or revised legislation, regulations, policies and programs. To discharge these functions the division is organized into three policy field branches: Education and Social Services (965-4411), Justice and General Government (965-5991), and Resources Development (965-5193).

These three branches have common responsibilities in relation to the ministries and Cabinet Committees within their policy field. The fourth branch, Expenditure Policy and Divisional Services (965-1715) coordinates general expenditure and manpower policy and control and provides divisional services. A temporary unit, the Managing By Results Project (965-0885), is responsible for the further development and refinement of the MBR concept and the provision of advice and support to strengthen program results accountability in all ministries.

## MANAGEMENT POLICY DIVISION

### MANAGEMENT POLICY DIVISION

MB 4

Frost Bldg. S., 6th Flr.  
Queen's Park, Toronto M7A 1Z6  
416-965-3503

Management Policy is responsible for the development of administrative policies within the Ontario government for Management Board approval, with the aim of improving the use of resources and the management process in government. Also monitors and evaluates the existing policies and provides advice to Management Board on exemptions from and revisions to existing policies. Advises on policy for the **Visual Identity Program** which establishes graphic design standards to bring consistency into the visual communication practices of ministries and agencies. Also publishes and maintains the Visual Identity Manual and the **Manual of Administration** (Volume I).

Management Policy also promotes effective government organization and develops and applies policies to ensure organization consistency and control. Advises Management Board and the ministries on changes to existing organizations and the establishment of new ones. Also advises ministries on number and nomenclature of executive positions, organizational implications of new policies and programs. Provides advice to Management Board on the role, responsibilities and reporting relationships of agencies in the Ontario Government. Also provides advice to Management Board on management policies for the Government.

Management Policy is responsible for coordinating corporate follow-up to the **Management Standards Project**, including the review of ministry implementation plans.

### MANAGEMENT TECHNOLOGY BRANCH

MB 5

Frost Bldg. S., 6th Flr.  
Queen's Park, Toronto M7A 1Z6  
416-965-3681

Management Technology Branch is responsible for the development and monitoring of appropriate corporate policies, guidelines and strategies which will encourage the effec-

## 8 Management Board of Cabinet

tive use of information technology as a method of increasing government productivity and service levels in delivery of programs.

In addition, the branch provides advice and information to the Management Board and ministries, as required, on information technology issues, especially those dealing with strategic options in information technology; the use of consultants; **systems development** guidelines; data processing services and equipment procurement; telecommunications and **records management**.

### ACTS

ACTS MB 6

The following is a list of Acts administered by the Management Board of Cabinet.

Management Board of Cabinet Act, 1971

Public Service Act, 1981

Successor Rights (Crown Transfers Act), 1977

Superannuation Adjustment Benefits Act



## CIVIL SERVICE COMMISSION

Frost Building South

Queen's Park, Toronto M7A 1Z5

The Public Service Act established the Civil Service Commission to develop policies, procedures, and guidelines for the administration of employees in the Ontario Public Service. Although the Commission is often referred to as the personnel agency of the Ontario Government, much of the personnel administration such as classification and staffing is delegated by the Commission through the deputy ministers of each ministry to their personnel branches.

The Civil Service Commission has a policy making function with regard to 'people management', and it is therefore the task of the Commission to ensure that the programs of government can be staffed with the appropriate number of qualified and motivated people so that government services can be properly delivered to the public.

The Civil Service Commission itself is divided into two parts: the Commission with its board of seven commissioners, including the chairman; and the staff of the Commission. The Commission's responsibility can be summarized as follows: to ensure the continuance of the concepts of public service such as the merit principle, equitable treatment and appropriate pay. The staff of the Commission develop policies based on these concepts to attract and maintain the appropriate quality, number and distribution of staff to deliver government programs.

### CHAIRMAN'S OFFICE

#### ADMINISTRATIVE SERVICES BRANCH

CIV SERV 1

Frost Bldg. S., 3rd Flr.

Queen's Park, Toronto M7A 1Z5

416-965-1463

Administrative Services Branch provides and coordinates administrative services to the Civil Service Commission and also provides some coordinated services on behalf of the Commission to the ministries.

The **Civil Service Commission Secretariat** (965-5768) coordinates activities regarding Civil Service Commission and management meetings. Also acts as the liaison unit with the Management Board Secretariat for presentations by the Commission staff to the Management Board. Provides administrative support to the Civil Service Commission Chairman, the Commissioners and committee members by preparing agendas and position papers, maintaining records of Commission decisions and researching background information. The Secretariat also operates the Civil Service Commission **reading room** on the 3rd floor of the Frost Building South to provide public access to all publications, statutes, regulations, and most manuals and internal procedures used by the Commission.

**Program Administration: Analysis and Control Section** (965-5404) provides or coordinates budgetary, accounting and office services.

**Manual of Administration Section** (965-4768) edits, publishes and distributes **manuals** on policies of the Commission (personnel matters) to all managers through their ministries and provides word processing services within the Civil Service Commission.

**Personnel Data Systems Section** (965-1401) provides technical advice and operational

support on systems applications connected with service-wide **personnel** records and analyses of such records and related data.

Personnel Services and Affirmative Action Section (965-2065) provides the Commission and Management Board Secretariat with services, advice and decisions on **personnel** administration. The Manager coordinates the **Affirmative Action Program** for the Commission.

The Staff Programs Section (965-6489) coordinates employee campaigns for voluntary contributions of Ontario **government employees** in support of these **charitable organizations**: the United Way, the Canadian Cancer Society, the Ontario Heart Foundation, and Diabetes Canada. Establishes blood donor clinics for Ontario government employees in the Toronto area. (In other areas employees take part in local community arrangements.) The section also supports the **Quarter Century Club** for **Ontario Public Service employees** with 25 or more years of service, including superannuates, and organizes yearly banquets across Ontario for club members (965-5761).

#### ADMINISTRATIVE SERVICES BRANCH CHAPLAINCY COORDINATION

CIV SERV 2

151 Bloor St. W., 9th Flr.  
Toronto M5S 1S4  
416-965-3733

The Chaplaincy Coordination Section coordinates policies and procedures relating to the provision of **chaplaincy** services in ministries with institutions. Provides liaison between **churches** and these ministries on a provincial and regional basis.

#### ADMINISTRATIVE SERVICES BRANCH COMMUNICATIONS AND PUBLICITY

CIV SERV 3

151 Bloor St. W., 9th Flr.  
Toronto M5S 1S4  
416-965-5621

The Communications and Publicity Section produces **TOPICAL**, a semi-monthly paper which is distributed to Ontario civil servants including pensioners. **JOB MART**, a second paper containing information on **job** openings within the **Ontario Public Service** is produced as an insert in **TOPICAL** and as a separate publication on intervening weeks. The section also handles **job advertising** in the press for all Ontario government ministries. Advises Commission staff on publications and related matters.

#### PERSONNEL AUDIT BRANCH

CIV SERV 4

Frost Bldg. S., 3rd Flr.  
Queen's Park, Toronto M7A 1Z5  
416-965-2091

**Personnel Audit Branch** provides a continuing internal evaluation of the application of formal **personnel** administration requirements in the **Ontario Public Service** as a service to senior management in the Commission, and in ministries. Its findings and recommendations serve as a basis for administrative action as required.



**PUBLIC SERVICE APPEAL BOARDS**

CIV SERV 5

180 Dundas St. W.  
 Toronto M5G 1Z8  
 416-598-0688

The **Public Service Grievance Board** and **Public Service Classification Rating Committees** (965-1455) are the tribunals which hear **appeals** about grievances of non-bargaining **Ontario Public Service employees** regarding discipline, dismissal, working conditions, job classification. The **Crown Employees Grievance Settlement Board** (598-0688) hears grievances arising in bargaining units represented by the **Ontario Public Service Employees Union (OPSEU)**, the **Ontario Liquor Boards Employees Union (OLBEU)**, the **Canadian Union of Public Employees (CUPE 1750: Workers' Compensation Board; CUPE 767: Ontario Housing)**. The **Ontario Public Service Labour Relations Tribunal** (598-0688) hears **appeals** re union representation, jurisdiction, union dues, bargaining units, etc., and generally administers the **Crown Employees Collective Bargaining Act**. Ad hoc arbitration boards hear and adjudicate disputes between **employers** and **unions**.

**SENIOR APPOINTMENTS AND COMPENSATION**

CIV SERV 6

Frost Bldg. S., 3rd Flr.  
 Queen's Park, Toronto M7A 1Z5  
 416-965-5435

The **Senior Appointments and Compensation Office** provides staff support services for the **Senior Appointments Advisory Committee** and **Senior Manpower Planning Subcommittees**. Implements all aspects of recruitment, appointments, compensation, classification and **career** development for **Ontario Public Service** executive categories.

**RECRUITMENT BRANCH  
POLICY SECTION**

CIV SERV 7

Frost Bldg. S., 2nd Flr.  
 Queen's Park, Toronto M7A 1Z5  
 416-965-1483

The **Recruitment Branch, Policy Section** develops, implements, administers and monitors **Ontario Public Service (OPS) employees** recruitment and staffing, and staffing control policies and procedures. The section assists in the placement of surplus **Ontario Public Service employees** and analyses **statistics** on the staff strength of the OPS.

**RECRUITMENT BRANCH  
STAFFING SECTION**

CIV SERV 8

Frost Bldg. S., 1st Flr.  
 Queen's Park, Toronto M7A 1Z5  
 416-965-6081

The **Recruitment Branch, Staffing Section** provides staffing or recruitment services for the ministries, agencies, boards and commissions of the Ontario government and an **employment** service to the public. Services to ministries include advice and help in special staffing situations involving **employment** of the **disabled**, placement of **employees** returning to work from extended sick leave (**Long Term Income Protection**) and advice on special education or work programs. The Staffing Section also maintains a **Central Inventory** file of qualified **job** applicants for use by ministries to fill vacancies at the entry level for clerical and office services positions. Services to the public include **employment** information and advice (those qualified are placed on the Inventory) and the provision of **job** in-

formation to secondary and post-secondary **schools**. The Staffing Section conducts a **Work Week Experience Program** for **students** at the secondary school level. It also operates the Government of Ontario Temporary **Employment (G.O. TEMP.)** program, providing ministries with temporary employees upon request, paying the employees and charging the ministry for the service (965-7688). Qualified persons will be registered and placed in available temporary jobs.

RECRUITMENT BRANCH  
TRAINING SECTION

CIV SERV 9

Frost Bldg. S., 2nd Flr.  
Queen's Park, Toronto M7A 1Z5  
416-965-1483

The **Recruitment Branch, Training Section** designs, develops and delivers a comprehensive program of training in the staffing process for **personnel** administrators and line managers of the **Ontario Public Service**. Topics covered include developing selection criteria for positions, writing job advertisements, designing rating and ranking systems, developing interview questions and interview skills.

STAFF DEVELOPMENT BRANCH

CIV SERV 10

151 Bloor St. W., 9th Flr.  
Toronto M5S 1S4  
416-965-3935

The branch has four sections. The Career Counselling Section (965-9604) provides career counselling to **Ontario Public Service employees** in Toronto and selected regional locations. It complements each ministry's **career counselling** program.

The Planning and New Programs Section (965-7095) advises the ministries, Civil Service Commission and Management Board on human resources (**manpower**) planning, development policies and programs and the **quality of working life**.

The Staff Development Services Section (965-1438) identifies staff development needs of **Ontario Public Service employees**. Develops and conducts appropriate learning experiences, e.g. courses, consulting projects, to meet these needs and evaluates the effectiveness of this training. Courses and seminars are held at suitable training locations throughout the province.

The French Language Services Section (965-6353) provides **French** language training to **Ontario Public Service employees**. Coordinates exchanges of Ontario government employees with Quebec and administers the **Ontario-Quebec Summer Student Job Exchange** program. Facilitates the participation of public servants in out-of-province **French** training programs. Also assists ministries in recruitment of bilingual staff.

STAFF RELATIONS DIVISION

STAFF RELATIONS DIVISION

CIV SERV 11

Frost Bldg. S., 2nd Flr.  
Queen's Park, Toronto M7A 1Z5  
416-965-2002

The **Staff Relations Division** represents the Crown as the employer in all **collective bargaining** in the **Ontario Public Service**. Determines and coordinates policy on **labour**



**relations** for all ministries. Collects, analyses and exchanges **statistics** and other data on **employment** and compensation (**pay policy**) practices in the public and private sectors.

## COMPENSATION DIVISION

### BENEFITS POLICY BRANCH

CIV SERV 12

Frost Bldg. S., 2nd Flr.

Queen's Park, Toronto M7A 1Z5

416-965-9419

The **Benefits Policy Branch** develops, recommends, implements and maintains policies with respect to **pensions** and **benefit** programs for **Ontario Public Service (OPS) employees**. Coordinates public sector pension plans, activities of committees monitoring pension escalation fund and **insurance** programs. Assists the Staff Relations Division in negotiating employee benefits in the OPS. Produces, updates and distributes information on benefits and pensions to all civil servants. For questions regarding administration of benefit plans call the respective ministry personnel branch, or Employee Benefits and Data Services Branch, Ministry of Government Services, 965-6861, see entry MGS 9.

### CLASSIFICATION BRANCH

CIV SERV 13

Frost Bldg. S., 2nd Flr.

Queen's Park, Toronto M7A 1Z5

416-965-1022

The **Classification Branch** administers the classification of all non-executive positions in the **Ontario Public Service (OPS)**. Develops policy and standards for classification of **Ontario Public Service employees**.

### PAY POLICY BRANCH

CIV SERV 14

Frost Bldg. S., 2nd Flr.

Queen's Park, Toronto M7A 1Z5

416-965-6086

The **Pay Policy Branch** makes recommendations to the Commission on **pay policy** concerning **Ontario Public Service employees**. Develops, for approval by Management Board and in conjunction with Staff Relations Division, the government's objectives in negotiations with **Ontario Public Service Employees Union (OPSEU)** covering pay. Recommends pay revisions for management classes and develops the technology used in the maintenance of pay determination processes, monitoring and cost forecasting systems.

### SPECIAL COMPENSATION AND TRAINING

CIV SERV 15

Frost Bldg. S., 3rd Flr.

Queen's Park, Toronto M7A 1Z5

416-965-3056

**Special Compensation and Training** provides advice and consultation on special **compensation** issues with government ministries and agencies. Provides training for personnel officers and line managers in **compensation**.

## THE POLICY FIELDS

Several Ministries and their Agencies, Boards and Commissions are grouped into three common areas of interest called policy fields (Justice, Resources Development and Social Development). Some ministries performing central-agency services for the whole Ontario government do not fall under a policy field. These are Government Services, Inter-governmental Affairs, Revenue, Treasury and Economics and Management Board.

The work within a policy field is coordinated by a different kind of Cabinet Minister--the Provincial Secretary. The Provincial Secretaries, supported by small secretariats in each field, are responsible for relating policies and priorities that cut across the traditional lines of departmental organization. This allows ministries and agencies to share problems and coordinate courses of action.

### JUSTICE POLICY FIELD

#### SECRETARIAT FOR JUSTICE

CCJ 1

Whitney Block

Queen's Park, Toronto M7A 1A2

416-965-2821

The Secretariat for Justice provides analytical and **research** support to assist the Cabinet Committee for the Justice Policy Field (CCJ) in coordinating and developing **policy**. The Justice Committee of Cabinet comprises the Attorney General, the Minister of Consumer and Commercial Relations, the Minister of Correctional Services and the Solicitor General and is chaired by the Provincial Secretary for Justice. All Secretariat **publications** are available from the Ontario Government Bookstore. A booklet entitled 'The Justice System in Ontario' provides a general description of the various components of Ontario's justice system and is available free of charge. Other booklets include: 'Shoplifting', 'Impaired Driving', 'Vandalism', 'Exhibitionism', 'Responsibility' (on **youth** being responsible for their actions), 'Information for the Victims of Sexual Assault' and the 'Growth of the Laws We Live By' (a booklet for primary school students). Detailed data on **crime** in Ontario, 'Justice Statistics, Ontario, 1982' (\$6.00 per copy) is available.

### RESOURCES DEVELOPMENT POLICY FIELD

#### SECRETARIAT FOR RESOURCES DEVELOPMENT

CCRD 1

Whitney Block

Queen's Park, Toronto M7A 1A2

416-965-7790

The Secretariat for Resources Development has the responsibility for the coordination and development of policies on matters of concern to ministries in the Resources Field. In addition, it provides analytical and **research** support to assist the Provincial Secretary for Resources Development in his role as Chairman of the Cabinet Committee on Resources Development (CCRD).

The Cabinet Committee on Resources Development comprises the Ministers of the following ministries: Agriculture and Food, Energy, Environment, Industry and Trade, Labour, Municipal Affairs and Housing, Natural Resources, Northern Affairs, Tourism and Recreation, and Transportation and Communications.



The Secretariat is responsible for the coordination of policy matters related to **land use policies**.

**The Niagara Escarpment Commission** reports to the Government through the Provincial Secretary for Resources Development. The Provincial Secretary is responsible for coordinating privacy and access legislation.

#### CABINET COMMITTEE ON NATIVE AFFAIRS

CCRD 2

Whitney Block

Queen's Park, Toronto M7A 1A2

416-965-4826

The Secretariat assists the Provincial Secretary for Resources Development in his capacity as the Chairman of the **Cabinet Committee on Native Affairs (CCNA)** and as the Ontario Minister with government-wide policy responsibilities for **Native Affairs**.

CCNA provides a forum for ministerial discussion of major Native Affairs policy issues of concern to line ministries, policy fields or the entire government. CCNA is comprised of the following ministers: Provincial Secretary for Resources Development, Provincial Secretary for Social Development, Attorney General, Solicitor General, Citizenship and Culture, Community and Social Services, Correctional Services, Education, Colleges and Universities, Health, Intergovernmental Affairs, Natural Resources and Northern Affairs.

The Native Affairs mandate of the Provincial Secretary for Resources Development includes the following corporate responsibilities: developing Ontario corporate policy; coordinating interministerial policy development, program delivery and special corporate projects; coordinating corporate communications, negotiations and mediation processes with Native organizations, Indian Bands, the federal and other provincial governments, personal and corporate entities; and monitoring line ministry policy development.

#### NIAGARA ESCARPMENT COMMISSION

CCRD 3

232 Guelph St.

Georgetown L7G 4B1

416-877-5191

The **Niagara Escarpment Planning and Development Act** defines the task of the Niagara Escarpment Commission. The Commission is responsible for preparing a proposed plan for the maintenance of the Niagara Escarpment and land in its vicinity, substantially as a continuous natural **environment** and to ensure a balanced future use of the Escarpment lands through interim development control until completion and legislation of the proposed plan. 'The Final Proposed Plan for the Niagara Escarpment' was released in July, 1983 (copies available on request). The Commission has an audio-visual presentation, a **library** and a drop-in centre. Development permit applications for Dufferin County and Regional Municipalities of Halton and Peel are handled by the Georgetown office (416-877-5191); for the counties of Bruce, Grey and Simcoe, contact the Clarksburg sub-office (519-599-3340); for the Regional Municipalities of Hamilton-Wentworth and Niagara, contact Grimsby (416-945-9235). From Toronto and Brampton call 416-453-2468.

## SOCIAL DEVELOPMENT POLICY FIELD

### SECRETARIAT FOR SOCIAL DEVELOPMENT

CCSD 1

Whitney Block  
Queen's Park, Toronto M7A 1A2  
416-965-5190

The Secretariat for Social Development provides analytical and **research** support to assist the Provincial Secretary for Social Development and the Cabinet Committee on Social Development (CCSD) in the coordination of policy. The Cabinet Committee on Social Development consists of the Ministers of Education and Colleges and Universities, Community and Social Services, Citizenship and Culture and Health and is chaired by the Provincial Secretary for Social Development.

The Secretariat has a special focus on issues that cut across ministries such as services for **disabled people, senior citizens and youth** and it coordinates special projects initiating public discussion on issues such as **families, group homes, discharged psychiatric patients and volunteers** as well as projects associated with **International Years**.

To the extent possible, the Secretariat has a support system for these issues which includes forums, publications, speeches and public information programs. The Secretariat participates in the Ontario government's **Affirmative Action Program**.

The Secretariat for Disabled Persons, the Seniors Secretariat and the Youth Secretariat are operational parts of the Secretariat for Social Development and are described individually in the entries that follow.

### SECRETARIAT FOR DISABLED PERSONS

CCSD 2

700 Bay St., 3rd Flr.  
Toronto M5G 1Z6  
416-965-3165  
TTY 416-965-3165

The Secretariat for Disabled Persons, formerly Office of the Provincial Coordinator, **Rehabilitation Services**, has four primary responsibilities: providing information; undertaking consultation and ambassadorial activities; assisting in review, analysis and coordination of policy; facilitating or providing research.

Special attention is directed to increasing the awareness and responsiveness to the abilities and needs of **disabled persons** and to provide a focus by which information on programs and services provided by the Government of Ontario can be readily accessed.

### SENIORS SECRETARIAT

CCSD 3

700 Bay St., 3rd Flr.  
Toronto M5G 1Z6  
416-965-5106

The **Seniors Secretariat**, in the Secretariat for Social Development, coordinates information on government programs and services for seniors in producing the '**Guide for Senior Citizens**' (in English and French) and/or an insert in 'Especially for Seniors', a quarterly newsletter sent to 806,000 seniors. It also promotes **Ontario Senior Citizens' Month** each June; provides **research** support for eligible projects; assists in policy development with line ministries; analyses the 20 year '**Longitudinal Study on Aging**' (LSA) and the 1983 'Attitudinal Survey' data; co-funds the Crane Library of Geriatrics and Gerontology (416-



537-6000); and maintains links with a wide variety of seniors' organizations and interest groups in the private/voluntary sector.

## ONTARIO YOUTH SECRETARIAT

CCSD 4

700 Bay St., 2nd Flr.

Toronto M5G 1Z6

416-965-3540

The Ontario Youth Secretariat (OYS), an operational part of the Secretariat for Social Development, provides an information service on government programs and policies, job search techniques, and career education information related to youth.

The OYS administers these youth employment initiatives: the Summer and Winter Experience Programs and the Student Venture Capital Program, each aimed at giving young people work experience to help them get full-time employment.

Under the Experience Programs each Ontario government ministry coordinates its own youth employment projects. The Student Venture Capital Program provides loans to full-time students 15 and over to run a business for the summer; applications are available from high schools, community colleges and universities and are received by the local Chambers of Commerce.

Special projects include sponsorship of Ontario Career Week in November which encourages youth to explore possible careers. The Youth Secretariat establishes community-based Youth Employment Counselling Centres funded through the Board of Industrial Leadership and Development (BILD) grants. These centres help unemployed youths develop the skills necessary to secure employment.

Publications available from OYS include: 'Summer Experience '84 Guidebook', 'Student Venture Capital Guidebook' and application, The Edge Brochure, Career Week Kit, Winter Experience Poster, Federal/Provincial Employment Programs Poster, 'Explore a Working and Learning Opportunity for Students' (Co-op Education) Brochure, 'And, Finally, I Did Get A Job Workbook' and wallet card.

See also Ministry of Municipal Affairs and Housing (MAH 29) for information on the Ontario Youth Employment Program (OYEP), Young Ontario Career Program (YOCP) and the Ministry of Colleges and Universities (MCU 4) for information on the Ontario Career Action Program (OCAP).

## ADVISORY COUNCILS - SOCIAL DEVELOPMENT

### ADVISORY COUNCIL ON THE PHYSICALLY HANDICAPPED

CCSD 5

700 Bay St., 2nd Flr.

Toronto M5G 1Z6

416-965-9537

The Advisory Council on the Physically Handicapped consists of a chairperson and twenty members appointed by Order in Council. The Council advises the government on matters pertaining to the well-being of physically disabled persons in Ontario and promotes the development and creation of opportunities for self-help.

The Council meets regularly and reports to the Legislature through the Provincial Secretary for Social Development. Publishes an annual report.

# ADVISORY COUNCIL ON SENIOR CITIZENS

CCSD 6

700 Bay St., 2nd Flr.  
Toronto M5G 1Z6  
416-965-2324

The Advisory Council on Senior Citizens consists of eighteen members appointed by Order in Council who represent the major regional areas in Ontario. Members have both professional and voluntary backgrounds in the field of aging. Council's role is to advise government on ways to improve the quality of life of **senior citizens**. General meetings of all council members are held regularly. An annual report is published. The Council reports to the Legislature through the Provincial Secretary for Social Development. The Council produces a quarterly newsletter, '**Especially for Seniors**', which is sent to Ontario senior citizens who receive the Old Age Security Pension.

# ONTARIO BICENTENNIAL OFFICE

CCSD 7

P.O. Box 1984  
Queen's Park, Toronto M7A 1N3  
416-965-1984

The Ontario Bicentennial Office has been established to: coordinate Ministry participation in the Bicentennial; undertake a communications program with respect to the Bicentennial and support the Cabinet Committee on the Bicentennial and the Ontario Bicentennial Advisory Commission. There are eight Bicentennial Area Coordinators and an Executive Area Coordinator who provide resource information and guidance to project organizers at the community level. Their addresses are as follows:

*Executive Coordinator*  
77 Bloor St. W., 3rd Flr.  
**Toronto M7A 2R9**  
416-965-8375

*Central Area Coordinator*  
305 Stewart St.  
**Peterborough K9J 3N2**  
705-876-1984

*Northeast Area Coordinator*  
199 Larch St., 4th Flr.  
**Sudbury P3E 1C4**  
705-675-1984

*Georgian Bay/Lake Simcoe Area Coordinator*  
114 Worsley St.  
**Barrie L4M 1M1**  
705-728-1984

*Northwest Area Coordinator*  
Ontario Government Building  
1825 E. Arthur St.  
**Thunder Bay P7E 5N7**  
807-623-3223

*Midwest Area Coordinator*  
119 King St. W.  
**Hamilton L8N 3Z9**  
416-524-1984

*East Area Coordinator*  
Rideau Trust Building  
1 Nicholas St., 11th Flr.  
**Ottawa K1N 7B7**  
613-230-1800

*Southwest Area Coordinator*  
495 Richmond St.  
**London N6A 5A9**  
519-433-4002

*Metro Toronto Area Coordinator*  
77 Bloor St. W., 8th Flr.  
**Toronto M7A 2R9**  
416-965-4555



ONTARIO BICENTENNIAL ADVISORY  
COMMISSION

CCSD 8

77 Bloor St. W., 10th Flr.  
Toronto M7A 2R9  
416-965-1984

The Ontario Bicentennial Advisory Commission has been appointed to provide ongoing counsel to the Cabinet Committee on the Bicentennial and to interact with the private sector and communities in the development and plans for the 1984 Bicentennial celebrations.

## ROYAL COMMISSIONS, SPECIAL PURPOSE BODIES AND OTHERS

### ROYAL COMMISSIONS, SPECIAL PURPOSE BODIES AND OTHERS

COMM 1

There are several categories of Ontario government agencies, boards and commissions.

**Royal Commissions** are investigatory bodies appointed by Order in Council under the **Public Inquiries Act** to inquire into a specific public concern. Over 30 different commissions have been appointed since 1973 including investigations of sudden or catastrophic events (e.g., Royal Commission on the Grand River Flood), investigations of the conduct of public service employees (e.g., Royal Commission Concerning Police Activities) and investigations to assist the government in determining policy (e.g., Royal Commission on Health Records). The Public Inquiries Act, administered by the Ministry of the Attorney General, governs the methods and procedures used by a royal commission, e.g., subpoena powers, hearings. Royal commissions report to the Cabinet. The existing royal commissions are listed below.

**Agencies, boards, institutes, foundations, tribunals, councils or Crown corporations** are created under specific Acts which are administered by the appropriate Ministry. **Advisory councils or committees** and task forces are appointed by a Minister if empowered by the Ministry Act or by Order in Council to examine, or advise the government or a ministry on, specific matters. Some of these agencies are unfunded while others are either funded directly or with access to the Consolidated Revenue Fund. The agencies perform three basic functions: advisory (e.g., Advisory Council on Senior Citizens), regulatory (e.g., Liquor Licence Board of Ontario) and operational (e.g., GO Transit). Agencies vary in size and activities and are accordingly structured where program delivery requires operational flexibility or particular publicity (e.g., Ontario Lottery Corporation) or where delivery should not be subject to undue influence from a Minister or Ministry (e.g., the quasi-judicial Ontario Labour Relations Board). Not all existing agencies are included in this book. Agencies covered are listed under the Ministry or Policy Field through which they report to the Legislature (e.g., Workers' Compensation Board under the Ministry of Labour).

**Judicial inquiries**, tribunals which are usually short-term, may be appointed under specific Acts to examine special legal circumstances. Their judgements are based on government policy or law.

### ROYAL COMMISSION ON ASBESTOS

COMM 2

180 Dundas St. W., 22nd Flr.

Toronto M5G 1Z8

416-965-1885

The Royal Commission on Matters of Health and Safety Arising from the Use of Asbestos in Ontario was established for these purposes: to investigate all matters relating to **health and safety** arising from the use of **asbestos**; to identify the relevant data relating to **diseases** and health hazards of persons exposed to asbestos; to review the present basis for **Workers' Compensation Board** awards as they relate to occupational health matters affecting workers exposed to asbestos, including rehabilitation programs; and to make appropriate recommendations. The Royal Commission on Asbestos will publish its Final Report by the end of 1983.



ROYAL COMMISSION ON THE NORTHERN  
ENVIRONMENT

COMM 3

215 Red River Rd., Ste. 201  
Thunder Bay P7B 1A5  
807-345-3658

The Royal Commission On The Northern Environment was established in July, 1977 to determine the effects of major enterprises north of the 50th parallel on the natural **environment** and social, economic and cultural conditions in **northern Ontario**; to investigate the feasibility of alternative uses of natural resources; to suggest ways and means of assessing and deciding on environmental aspects of major enterprises.

*Southern Region*

55 Bloor St. W., Rm. 801  
Toronto M4W 1A5  
416-965-9286

ROYAL COMMISSION OF INQUIRY INTO CERTAIN DEATHS  
AT THE HOSPITAL FOR SICK CHILDREN AND RELATED MATTERS

COMM 4

180 Dundas St. W., 22nd Flr.  
Toronto M5G 1Z8  
416-963-2778

The Royal Commission of Inquiry into Certain Deaths at the Hospital for Sick Children and Related Matters was established by Order in Council in April, 1983 to investigate and report on the **deaths** of four infants in Cardiac Wards 4A & 4B at the **Hospital for Sick Children** between July 1, 1980 and March 31, 1981. The Commission will hold public hearings and will consider all evidence including the 'Report of the Hospital for Sick Children Review Committee' under Mr. Justice Charles Dubin, and the 'Report on Mortality on Cardiology Service in the Children's Hospital in Toronto' (by the Center for Disease Control and the Ontario Ministry of Health) to ensure full public knowledge of the circumstances surrounding the deaths.

COMMISSION OF INQUIRY INTO RESIDENTIAL  
TENANCIES

COMM 5

180 Dundas St. W., 22nd Flr.  
Toronto M5G 1Z8  
416-965-2533

The Commission of Inquiry into Residential Tenancies was established in November, 1982 to inquire into all aspects of the current system of **rent review** under the **Residential Tenancies Act** in order to determine what changes in the present law might be necessary to provide fair and equitable treatment of landlords and tenants under a system of rent review.

## LEGISLATIVE OFFICES

Legislative Building

Queen's Park, Toronto M7A 1A2

### LEGISLATIVE ASSEMBLY

### LEGISLATIVE 1

The Legislative Assembly, commonly called the House, consists of 125 men and women **Members of Provincial Parliament (MPP)** elected by people in their constituencies to represent them at Queen's Park. The Legislative Assembly performs three main functions: legislative (considers proposals for **legislation** or **bills**; enacts, amends and repeals legislation), financial (authorizes the collection of funds from the people of Ontario), and critical (criticizes the policies put forth by the Premier and the Cabinet to ensure that policies are in the best interests of the public). The Clerk of the Assembly is the principal permanent officer of the Assembly and is responsible for providing the Speaker and MPPs with procedural advice. The Speaker of the Assembly is the chief presiding officer and is responsible for both policy and operations of the Legislature.

Another important feature of the Legislative Assembly is the committee system, which is designed to enhance the legislative process. There are three types of committees, commonly known as **Standing Committees**, **Select Committees** and the **Committee of the Whole House**. These committees are involved in reviewing legislation, scrutinizing budget estimates and undertaking special studies or investigations.

**Standing Committees**, composed of a group of Members drawn from each political party, are created and given areas of jurisdiction at the beginning of each session. Standing committees meet as long as the Legislative Assembly is in session and often during recesses, and report to the Assembly from time to time on matters referred to them. Standing Committees are automatically terminated when a session ends.

**Select Committees**, composed of fewer Members than Standing Committees, are ad hoc groups appointed by the Legislative Assembly to inquire into specific and complex issues. Once a Select Committee's task is completed, it is dissolved.

**Committee of the Whole House** is the term used to refer to the Legislative Assembly when it sits in the House to debate certain matters (usually a bill after it has had second reading). Instead of the Speaker, it is the Deputy Speaker or the Chairman of the Committee of the Whole House who presides over this sitting.

Information on select and standing committees may be obtained from the Office of the Clerk of the Legislative Assembly, Legislative Building, Queen's Park, Toronto M7A 1A2, telephone 416-965-1406.

Members of Provincial Parliament and their **constituency offices** are listed below. The list consists of two parts: member/constituency and constituency/member. The member/constituency list includes constituency addresses and local and toll-free telephone numbers for each MPP. Refer to the Government of Ontario Telephone Directory for MPPs' local telephone numbers in Queen's Park, Toronto.



**MEMBER/CONSTITUENCY**

*Richard Allen, NDP*  
*(Hamilton West)*  
 278 King St. W.  
**Hamilton L8P 1B2**  
 416-527-2556

*Philip Andrewes, PC (Hon.)*  
*(Lincoln)*  
 520 Ontario St.  
**Beamsville L0R 1B0**  
 416-563-7002  
 If long distance ask  
 operator for Zenith 76540

*George Ashe, PC (Hon.)*  
*(Durham-West)*  
 37 Station Plaza  
**Ajax L1S 1S2**  
 416-683-6707

*Reuben Baetz, PC (Hon.)*  
*(Ottawa-West)*  
 411 Roosevelt Ave., Ste. 104  
**Ottawa K2A 3X9**  
 613-729-9310

*William Barlow, PC*  
*(Cambridge)*  
 155 Main St.  
**Cambridge N1R 1W1**  
 519-623-5852  
 If long distance ask  
 operator for Zenith 23140

*Claude Bennett, PC (Hon.)*  
*(Ottawa South)*  
 1579 Bank St.  
**Ottawa K1H 7Z3**  
 613-733-6801

*Leo Bernier, PC (Hon.)*  
*(Kenora)*  
 1215 8th St. N.  
**Kenora P9N 2R6**  
 807-468-6311 and

255 VanHorne Ave.  
**Dryden P8N 2C3**  
 807-223-3000 and

55 Ethel St., Box 172  
**Sioux Lookout P0V 2T0**  
 807-737-1665 and

S & S Super Centre  
**Ear Falls P0V 2T0**  
 807-222-2182 and

Highway 105, #22  
**Red Lake P0V 2M0**  
 807-727-2548 and

First St.  
**Hudson P0V 1X0**  
 807-582-3594  
 If long distance ask  
 operator for Zenith 52990

*Margaret Birch, PC*  
*(Scarborough East)*  
 4286 Kingston Rd. Unit #1  
**Scarborough M1E 2N4**  
 416-281-2787

*Don Boudria, LIB*  
*(Prescott-Russell)*  
 545 Laurier St.,  
**Rockland K0A 3A0**  
 613-446-4010 and

580 Cecile Blvd.  
 Lower Level  
**Hawkesbury K6A 1P3**  
 613-632-2706  
 If long distance ask  
 operator for Zenith 32560

*James Bradley, LIB*  
*(St. Catharines)*  
 71 King St., Ste. 201  
**St. Catharines L2R 3H7**  
 416-684-1661

*Andy Brandt, PC (Hon.)*  
(Sarnia)  
185 North Front St.  
**Sarnia N7T 5S2**  
519-344-9434

*Mike Breough, NDP*  
(Oshawa)  
40 King St. W., 2nd Flr., Ste. #1  
**Oshawa L1H 1A4**  
416-723-2411

*James Breithaupt, LIB*  
(Kitchener)  
41 King St. W.  
**Kitchener N2G 1A1**  
519-579-5460

*Marion Bryden, NDP*  
(Beaches-Woodbine)  
2118 Danforth Ave.  
**Toronto M4C 1J9**  
416-421-1810

*Michael Cassidy, NDP*  
(Ottawa Centre)  
792A Somerset St. W.  
**Ottawa K1R 6R2**  
613-237-0212

*Brian Charlton, NDP*  
(Hamilton Mountain)  
688 Queensdale Ave. E., 3rd Flr.  
**Hamilton L8V 1M1**  
416-388-9734

*Sean Conway, LIB*  
(Renfrew North)  
203 Renfrew St.  
**Pembroke K8A 5S2**  
613-735-6627  
If long distance ask  
operator for Zenith 20970

*Dave Cooke, NDP*  
(Windsor-Riverside)  
1491 Pillette Rd. W., #110  
**Windsor N8Y 4S9**  
519-944-4343

*Sheila Copps, LIB*  
(Hamilton Centre)  
712 Main St. E.  
**Hamilton L8M 1K8**  
416-545-6411

*Don Cousens, PC*  
(York Centre)  
8444 Woodbine Ave.  
P.O. Box 127  
**Unionville L3R 2L8**  
416-475-0021

*Eric Cunningham, LIB*  
(Wentworth North)  
Yorkdale Place  
33 King St. E., Ste. #6  
**Dundas L9H 5R1**  
416-627-5955  
If long distance ask  
operator for Zenith 47350

*Sam Cureatz, PC*  
(Durham East)  
34A King St. W.  
**Bowmanville L1C 1R3**  
416-623-6663 and

909 Simcoe St. N., Ste. 4  
**Oshawa L1G 4W1**  
416-571-2084  
If long distance ask  
operator for Zenith 13140

*William G. Davis, PC (Hon.)*  
(Brampton)  
44 Peel Centre Dr., Ste. 112  
**Brampton L6T 4B5**  
416-791-1144

*Gordon Dean, PC (Hon.)*  
(Wentworth)  
6 King St. E.  
**Stoney Creek L8G 1J8**  
416-662-4442  
If long distance ask  
operator for Zenith 15630



*Odoardo DiSanto, NDP*  
*(Downsview)*  
 1359 Wilson Ave., Ste. 1  
**Downsview M3N 1H7**  
 416-248-2330

*Frank Drea, PC (Hon.)*  
*(Scarborough Centre)*  
 2800 Eglinton Ave. E., Unit 104  
 Elane Plaza Shopping Centre  
**Scarborough M1J 2C9**  
 416-261-9525

*John Eakins, LIB*  
*(Victoria-Haliburton)*  
 1 Russell St. E., Unit #3  
**Lindsay K9V 1Z7**  
 705-324-6654

*Robert Eaton, PC (Hon.)*  
*(Middlesex)*  
 32 Main St. E.  
**Lambeth N0L 1S0**  
 519-434-8151 and

39 Front St. W.  
**Strathroy N7G 1X5**  
 519-245-4840

*Hugh Edighoffer, LIB*  
*(Perth)*  
 156 Waterloo St. S.  
**Stratford N5A 4B4**  
 519-271-2081  
 If long distance ask  
 operator for Zenith 19930

*Robert Elgie, PC (Hon.)*  
*(York East)*  
 1041A Coxwell Ave.  
**Toronto M4C 3G4**  
 416-425-4560

*Murray Elston, LIB*  
*(Huron Bruce)*  
 746 Queen St.  
**Kincardine N0G 2G0**  
 519-396-4735 and

198 Josephine St.  
**Wingham N0G 2W0**  
 519-357-2463  
 If long distance ask  
 operator for Zenith 14520

*Herb Epp, LIB*  
*(Waterloo North)*  
 55 Erb St. E., Ste. 315  
**Waterloo N2J 4K8**  
 519-886-0780  
 If long distance ask  
 operator for Zenith 50040

*Ernie Eves, PC*  
*(Parry Sound)*  
 #11 Highway S.  
 P.O. Box 490  
**South River P0A 1X0**  
 705-386-0091 and

7 Miller St.  
**Parry Sound P2A 1S7**  
 705-746-4266  
 If long distance dial  
 1-800-461-7511

*Susan Fish, PC (Hon.)*  
*(St. George)*  
 165 Bloor St. E., Ste. 200  
**Toronto M4W 1C8**  
 416-964-7060

*Jim Foulds, NDP*  
*(Port Arthur)*  
 13 St. Paul St.  
**Thunder Bay 'P' P7A 4S4**  
 807-345-3647  
 If long distance ask  
 operator for Zenith 80790

*Phil Gillies, PC*  
*(Brantford)*  
 172 Dalhousie St.  
**Brantford N3T 2T6**  
 519-759-0361

*Jim Gordon, PC*  
(Sudbury)  
158 Elgin St. S., Ste. #1  
**Sudbury P3E 3N5**  
705-675-1914

*Tony Grande, NDP*  
(Oakwood)  
1755 Eglinton Ave. W.  
**Toronto M6E 2H7**  
416-789-9866

*Bud Gregory, PC (Hon.)*  
(Mississauga East)  
377 Burnhamthorpe Rd. E., Unit 17  
**Mississauga L5A 3Y1**  
416-276-1010

*Larry Grossman, PC (Hon.)*  
(St. Andrew-St. Patrick)  
350 College St.  
**Toronto M5T 1S5**  
416-960-0815

*Ray Haggerty, LIB*  
(Erie)  
232 Catherine St.  
**Port Colborne L3K 4K8**  
416-835-8342 and

247 Ridge Rd. S.  
**Ridgeway L0S 1N0**  
416-894-1525  
If long distance ask  
operator for Zenith 36950

*Mike Harris, PC*  
(Nipissing)  
374 Fraser St.  
Ground Flr., Ste. #1  
**North Bay P1B 3W7**  
705-474-8340  
If long distance ask  
operator for Zenith 32580

*Ed Havrot, PC*  
(Timiskaming)  
6th Avenue  
**Englehart P0J 1H0**  
705-544-7574 and

59 Government Rd. W.  
**Kirkland Lake P2N 2E6**  
705-567-4650  
If long distance ask  
operator for Zenith 80760

*Lorne Henderson, PC*  
(Lambton)  
411 Wingfield St., Box 1463  
**Petrolia N0N 1R0**  
519-882-1101  
If long distance ask  
operator for Zenith 63250

*Mickey Hennessy, PC*  
(Fort William)  
294 East Brock St.  
**Thunder Bay 'F' P7E 4H4**  
807-623-1011 and

612 Simpson St.  
**Thunder Bay 'F' P7C 3J7**  
807-623-4450  
If long distance ask  
operator for Zenith 80780

*William Hodgson, PC*  
(York North)  
90 William Roe Blvd.  
**Newmarket L3Y 1B2**  
416-898-2130  
If long distance ask  
operator for Zenith 36440

*Jack Johnson, PC*  
(Wellington-Dufferin-Peel)  
149 Main St. S.  
**Mount Forest N0G 2L0**  
519-323-3991  
If long distance ask  
operator for Zenith 60140

*Richard Johnston, NDP*  
(Scarborough West)  
3472 Danforth Ave.  
**Scarborough M1L 1E1**  
416-691-3511



*Terry Jones, PC*  
*(Mississauga North)*  
 6295 Mississauga Rd.  
**Mississauga L5N 1A7**  
 416-826-7200

*Morley Kells, PC*  
*(Humber)*  
 3065 Bloor St. W.  
**Toronto M8X 1C6**  
 416-236-2702

*Douglas R. Kennedy, PC*  
*(Mississauga South)*  
 285 Lakeshore Rd. E.  
**Mississauga L5G 1H3**  
 416-278-1557

*George A. Kerr, PC*  
*(Burlington South)*  
 460 Brant St., Unit #35  
**Burlington L7R 4B6**  
 416-639-7924

*Vince Kerrio, LIB*  
*(Niagara Falls)*  
 4845 Jepson St.  
**Niagara Falls L2E 1J9**  
 416-357-0681

*Al Kolyn, PC*  
*(Lakeshore)*  
 653 Queensway Ave.  
**Toronto M8Y 1K8**  
 416-259-2249

*John Lane, PC*  
*(Algoma-Manitoulin)*  
 Algo Centre Shopping Mall  
 151 Ontario Ave.  
**Elliot Lake P5A 2R5**  
 705-461-9710 and

114 Tudhope Ave., P.O. Box 592  
**Espanola P0P 1C0**  
 705-869-4881 and

Eleanor St.  
**Gore Bay P0P 1H0**  
 705-282-2554  
 If long distance ask  
 operator for Zenith 60170

*Floyd Laughren, NDP*  
*(Nickel Belt)*  
 372 Errington St.  
 Box 808  
**Chelmsford P0M 1L0**  
 705-855-3531  
 If long distance ask  
 operator for Zenith 44270

*Nicholas Leluk, PC (Hon.)*  
*(York West)*  
 5468 Dundas St. W., Ste. 214  
**Islington M9B 6E3**  
 416-239-4378

*Tony Lupusella, NDP*  
*(Dovercourt)*  
 1079 College St.  
**Toronto M6H 1B4**  
 416-537-2581

*Bob Mackenzie, NDP*  
*(Hamilton East)*  
 1345 Main St. E.  
**Hamilton L8K 1B6**  
 416-544-9644

*Robert MacQuarrie, PC*  
*(Carleton East)*  
 1427 Ogilvie Rd.  
**City of Gloucester K1J 8M7**  
 613-749-9941

*Remo Mancini, LIB*  
*(Essex South)*  
 7 Talbot St. W.  
**Leamington N8H 1N3**  
 519-326-2031  
 If long distance ask  
 operator for Zenith 80140

*Elie Martel, NDP*  
(Sudbury East)  
4471 Notre Dame St.  
P.O. Box 381  
**Hanmer P0M 1Y0**  
705-969-3621  
If long distance ask  
operator for Zenith 52970

*Bruce McCaffrey, PC*  
(Armourdale)  
4866A Yonge St.  
**Willowdale M2N 5N2**  
416-224-5706

*George McCague, PC (Hon.)*  
(Dufferin Simcoe)  
7th Flr., Frost Bldg. S.  
**Queen's Park, Toronto M7A 1Z6**  
416-965-6795  
If long distance dial  
1-800-268-7542

*Ross McClellan, NDP*  
(Bellwoods)  
647A Bloor St. W., 2nd Flr.  
**Toronto M6G 1L1**  
416-535-0707

*J. Earl McEwen, LIB*  
(Frontenac-Addington)  
951 Gardiners Rd.  
**Kingston K7M 3Y5**  
613-389-7513  
If long distance dial  
1-800-267-2216

*James McGuigan, LIB*  
(Kent Elgin)  
12 Erie St. S., P.O. Box 40  
**Merlin N0P 1W0**  
519-689-4031 and

47 Main St. W.  
**Ridgetown N0P 2C0**  
519-674-2853 and

182 Main St.  
**West Lorne N0L 2P0**  
519-768-2930  
If long distance ask  
operator for Zenith 42230

*Bob McKessock, LIB*  
(Grey)  
11 Main St. W.  
P.O. Box 470  
**Markdale N0C 1H0**  
519-986-3102  
If long distance ask  
operator for Zenith 22140

*Allan McLean, PC*  
(Simcoe East)  
41 Coldwater St. E.  
Box 2320  
**Orillia L3V 6S2**  
705-326-3246  
If long distance ask  
operator for Zenith 54570.

*Roy McMurtry, PC (Hon.)*  
(Eglinton)  
2485A Yonge St.  
**Toronto M4P 2H5**  
416-482-2480

*Ron McNeil, PC*  
(Elgin)  
540 Talbot St.  
**St. Thomas N5P 1C4**  
519-631-0666  
If long distance ask  
operator for Zenith 11520

*Frank Miller, PC (Hon.)*  
(Muskoka)  
75 Manitoba St., Box 2083  
**Bracebridge P0B 1C0**  
705-645-2341  
If long distance ask  
operator for Zenith 27370



*Gordon Miller, LIB*  
(Haldimand-Norfolk)

The Explorer Inn

**Jarvis N0A 1J0**

519-587-2716

If long distance ask  
operator for Zenith 11340

*Bob Mitchell, PC*  
(Carleton)

1580 Merivale Rd. Ste. 310

**Nepean K2G 4B5**

613-224-7653

*Bernard Newman, LIB*  
(Windsor-Walkerville)

1299 Erie St. E.

**Windsor N9A 3Z6**

519-258-3922

*Robert Nixon, LIB*  
(Brant-Oxford-Norfolk)

Room 211, Main Legislative Bldg.

**Queen's Park Toronto M7A 1A2**

416-965-3726

If long distance ask  
operator for Zenith 75820

*Keith Norton, PC (Hon.)*  
(Kingston & Islands)

159 Wellington St., Ste. 9

**Kingston K7L 3E1**

613-546-2424

*Hugh P. O'Neil, LIB*  
(Quinte)

Century Place

199 Front St. S., 1st Level

**Belleville K8N 5H5**

613-962-1144 and

111 Dundas St. E., Box 427

**Trenton K8V 5R6**

613-392-3038

*David Peterson, LIB*  
(London Centre)

415 Dundas St. E.

**London N6B 1V9**

519-433-6631

*Ed Philip, NDP*  
(Etobicoke)

1111 Albion Rd. Ste. #3G

**Rexdale M9V 1A9**

416-745-0598

*René Piché, PC*  
(Cochrane North)

51 Riverside Dr.

Northern Times Bldg.

**Kapuskasing P5N 2Y1**

705-335-6400

If long distance ask  
operator for Zenith 80880

*Jim Pollock, PC*  
(Hastings-Peterborough)

10 North St.

**Stirling K0K 3E0**

613-395-3317

If long distance ask  
operator for Zenith 42400

*Alan Pope, PC (Hon.)*  
(Cochrane South)

84 3rd Ave.

**Timmins P4N 1C3**

705-267-6989

If long distance ask  
operator for Zenith 80770

*Bob Rae, NDP*  
(York South)

1193 Weston Rd.

**Toronto M6M 4P6**

416-243-2554

*Russell Ramsay, PC (Hon.)*  
(Sault Ste. Marie)

293 Bay St.

Station Mall E3A

**Sault Ste. Marie P6A 1X3**

705-949-6959

*Julian Reed, LIB*  
(Halton Burlington)

15 Montgomery Lane

**Milton L9T 2X4**

416-878-1729

*T. Patrick Reid, LIB/LABOUR*  
(Rainy River)  
Box 187  
**Fort Frances P9A 1G7**  
807-274-7619 and

Box 1244  
**Atikokan P0T 1C0**  
807-597-2629  
If long distance ask  
operator for Zenith 21980

*James Renwick, NDP*  
(Riverdale)  
1204 Gerrard St. E.  
**Toronto M4L 1Y6**  
416-461-0223

*Jack Riddell, LIB*  
(Huron Middlesex)  
Devon Building  
476 Main St.  
**Exeter N0M 1S0**  
519-235-0170  
If long distance ask  
operator for Zenith 14730

*Alan Robinson, PC*  
(Scarborough, Ellesmere)  
1231 Ellesmere Rd., Ste. 202  
Birkdale Plaza  
**Scarborough M1P 2X8**  
416-751-6734

*David Rotenberg, PC*  
(Wilson Heights)  
356 Wilson Ave.  
**Downsview M3H 1S9**  
416-630-0080

*Albert Roy, LIB*  
(Ottawa East)  
418 Rideau St.  
Rm. 23  
**Ottawa K1N 5Z1**  
613-238-8428

*Robert Runciman, PC*  
(Leeds)  
32 Wall St.  
**Brockville K6V 4R9**  
613-342-9522  
If long distance ask  
operator for Zenith 20210

*Tony Ruprecht, LIB*  
(Parkdale)  
1264 College St.  
**Toronto M6H 1C2**  
416-535-3158

*Richard Ruston, LIB*  
(Essex North)  
1199 Front Rd.  
**La Salle N9J 2A7**  
519-734-1487  
If long distance ask  
operator for Zenith 80510

*George Samis, NDP*  
(Cornwall)  
365 Montreal Rd.  
**Cornwall K6H 1B6**  
613-933-6513  
If long distance ask  
operator for Zenith 32570

*Edward Sargent, LIB*  
(Grey Bruce)  
833 2nd Avenue E.  
**Owen Sound N4K 2H2**  
519-371-2421  
If long distance ask  
operator for Zenith 28850

*Margaret Scrivener, PC*  
(St. David)  
298C Gerrard St. E., 2nd Flr.  
**Toronto M5A 2G7**  
416-964-8663



*Howard Sheppard, PC*  
*(Northumberland)*  
 107 King St. W., Rm. 205  
**Cobourg K9A 2M4**  
 416-372-4000  
 If long distance ask  
 operator for Zenith 20960

*Yuri Shymko, PC*  
*(High Park-Swansea)*  
 2323 Bloor St. W., 218G  
**Toronto M6S 4W1**  
 416-766-7656

*James Snow, PC (Hon.)*  
*(Oakville)*  
 345 Lakeshore Rd. E., Ste. 101  
**Oakville L6J 1J5**  
 416-845-0298

*Michael Spensieri, LIB*  
*(Yorkview)*  
 1977 Finch Ave. W.  
 Norfinch Plaza, Ste. 203  
**Downsview M3N 2V3**  
 416-743-7272

*Bette Stephenson, PC (Hon.)*  
*(York Mills)*  
 121 Willowdale Ave., Ste. 103  
**Willowdale M2N 6A3**  
 416-221-3802

*Norman Sterling, PC (Hon.)*  
*(Carleton-Grenville)*  
 12 Tighe St.  
**Manotick K0A 2N0**  
 613-692-2403  
 If long distance dial  
 1-800-267-1020

*Ross Stevenson, PC*  
*(Durham-York)*  
 Frost Bldg. S., 7th Flr.  
**Queen's Park, Toronto M7A 1Y7**  
 416-965-4843  
 If long distance ask  
 operator for Zenith 33130

*Jack Stokes, NDP*  
*(Lake Nipigon)*  
 Rm. 186, Main Bldg.  
 Legislative Bldg.  
**Queen's Park, Toronto M7A 1A2**  
 Constituents dial 1-800-268-7192

*Mel Swart, NDP*  
*(Welland-Thorold)*  
 195 East Main St.  
**Welland L3B 3W7**  
 416-732-6884

*John Sweeney, LIB*  
*(Kitchener-Wilmot)*  
 5 Manitou Dr.  
**Kitchener N2C 2J6**  
 519-893-1282

*George Taylor, PC (Hon.)*  
*(Simcoe Centre)*  
 P.O. Box 1209  
 124 Dunlop St. E.  
**Barrie L4M 5E2**  
 705-737-4242  
 If long distance ask  
 operator for Zenith 54560

*James Taylor, PC*  
*(Prince Edward Lennox)*  
 57 Dundas St. E.  
**Napanee K7R 1H7**  
 613-354-4368 and

General Delivery  
**Picton K0K 2T0**  
 613-476-6732  
 If long distance ask  
 operator for Zenith 27360

*Dennis Timbrell, PC (Hon.)*  
*(Don Mills)*  
 Flemington Park Shopping Centre  
 747 Don Mills Rd.  
**Don Mills M3C 1T2**  
 416-423-9677

*Richard Treleavan, PC*  
(Oxford)  
19 Riddell St.  
**Woodstock N4S 6L9**  
519-537-5222  
If long distance ask  
operator for Zenith 29720

*John Turner, PC (Hon.)*  
(Peterborough)  
372 Water St.  
**Peterborough K9H 3L6**  
705-742-3777

*Ron Van Horne, LIB*  
(London North)  
1140 Adelaide St. N., Ste. 6  
**London N5Y 2N5**  
519-438-1763

*Noble Villeneuve, PC*  
(Stormont, Dundas, Glengarry)  
c/o Legislative Bldg.  
**Queen's Park, Toronto M7A 1A2**  
416-965-4836

*Gordon Walker, PC (Hon.)*  
(London South)  
220 Wellington Rd. S.  
**London N6C 5G3**  
519-434-7442

*Andy Watson, PC*  
(Chatham Kent)  
233 King St. W.  
**Chatham N7M 1E6**  
519-351-3713 and

P.O. Box 1418  
**Chatham N7M 5W8**

*Robert Welch, PC (Hon.)*  
(Brock)  
236 Glenridge Ave., Ground Flr.  
Kenmore Bldg., Glenridge Plaza  
**St. Catharines L2T 3J9**  
416-682-3488

*Thomas Wells, PC (Hon.)*  
(Scarborough North)  
6th Flr., Mowat Block  
**Queen's Park, Toronto M7A 1A2**  
416-965-3606

*Bud Wildman, NDP*  
(Algoma)  
Box 1114  
**Sault Ste. Marie P6A 5N7**  
705-649-2020  
If long distance ask  
operator for Zenith 35970

*John Williams, PC*  
(Orillia)  
2175 Sheppard Ave. #202A  
**Willowdale M2J 1W8**  
416-494-6856

*Douglas Wiseman, PC*  
(Lanark)  
10 Sunset Blvd.  
**Perth K7H 2Y2**  
613-267-5210  
If long distance ask  
operator for Zenith 38770

*Harry Worton, LIB*  
(Wellington South)  
Room 212, Legislative Bldg.  
**Queen's Park, Toronto M7A 1A2**  
Constituents ask operator  
for Zenith 65120

*William Wrye, LIB*  
(Windsor-Sandwich)  
506 Wyandotte St. W.  
**Windsor N9A 5X6**  
519-258-2626

*Paul Yakabuski, PC*  
(Renfrew South)  
19 Renfrew Ave. E.  
**Renfrew K7V 2W6**  
613-432-3206  
If long distance ask  
operator for Zenith 44590

#### CONSTITUENCY/MEMBER

*Algoma*  
Bud Wildman, NDP

*Algoma-Manitoulin*  
John Lane, PC



*Armourdale*

Bruce McCaffrey, PC

*Beaches-Woodbine*

Marion Bryden, NDP

*Bellwoods*

Ross McClellan, NDP

*Brampton*

Wm. G. Davis, PC (Hon.)

*Brantford*

Phil Gillies, PC

*Brant-Oxford-Norfolk*

R. F. Nixon, LIB

*Brock*

Robert Welch, PC (Hon.)

*Burlington South*

George A. Kerr, PC

*Cambridge*

Bill Barlow, PC

*Carleton*

Bob Mitchell, PC

*Carleton East*

Bob MacQuarrie, PC

*Carleton-Grenville*

Norman Sterling, PC (Hon.)

*Chatham-Kent*

Andy Watson, PC

*Cochrane North*

René Piché, PC

*Cochrane South*

Alan Pope, PC (Hon.)

*Cornwall*

George Samis, NDP

*Don Mills*

Dennis Timbrell, PC (Hon.)

*Dovercourt*

Tony Lupusella, NDP

*Downsview*

Odoardo DiSanto, NDP

*Dufferin-Simcoe*

George McCague, PC (Hon.)

*Durham East*

Sam Cureatz, PC

*Durham West*

George Ashe, PC (Hon.)

*Durham-York*

Ross Stevenson, PC

*Eglinton*

Roy McMurtry, PC (Hon.)

*Elgin*

R.K. McNeil, PC

*Erie*

Ray Haggerty, LIB

*Essex North*

Richard Ruston, LIB

*Essex South*

Remo Mancini, LIB

*Etobicoke*

Ed Philip, NDP

*Fort William*

Mickey Hennessy, PC

*Frontenac-Addington*

J. Earl McEwen, LIB

*Grey*

Robert McKessock, LIB

*Grey-Bruce*

Eddie Sargent, LIB

*Haldimand-Norfolk*

Gordon Miller, LIB

*Halton-Burlington*  
Julian Reed, LIB

*Hamilton Centre*  
Sheila Copps, LIB

*Hamilton East*  
Bob Mackenzie, NDP

*Hamilton Mountain*  
Brian Charlton, NDP

*Hamilton West*  
Richard Allen, NDP

*Hastings-Peterborough*  
Jim Pollock, PC

*High Park-Swansea*  
Yuri Shymko, PC

*Humber*  
Morley Kells, PC

*Huron-Bruce*  
Murray Elston, LIB

*Huron-Middlesex*  
Jack Riddell, LIB

*Kenora*  
Leo Bernier, PC (Hon.)

*Kent-Elgin*  
James McGuigan, LIB

*Kingston and the Islands*  
Keith Norton, PC (Hon.)

*Kitchener*  
James Breithaupt, LIB

*Kitchener-Wilmot*  
John Sweeney, LIB

*Lake Nipigon*  
J.E. Stokes, NDP

*Lakeshore*  
Al Kolyn, PC

*Lambton*  
Lorne Henderson, PC

*Lanark*  
Douglas Wiseman, PC

*Leeds*  
Robert Runciman, PC

*Lincoln*  
Philip Andrewes, PC (Hon.)

*London Centre*  
David Peterson, LIB

*London North*  
Ron Van Horne, LIB

*London South*  
Gordon Walker, PC (Hon.)

*Middlesex*  
Robert Eaton, PC (Hon.)

*Mississauga East*  
Bud Gregory, PC (Hon.)

*Mississauga North*  
Terry Jones, PC

*Mississauga South*  
Douglas Kennedy, PC

*Muskoka*  
Frank Miller, PC (Hon.)

*Niagara Falls*  
Vince Kerrio, LIB

*Nickel Belt*  
Floyd Laughren, NDP

*Nipissing*  
Michael Harris, PC

*Northumberland*  
Howard Sheppard, PC

*Oakville*  
James W. Snow, PC (Hon.)



*Oakwood*

Tony Grande, NDP

*Oriole*

John Williams, PC

*Oshawa*

Mike Breaugh, NDP

*Ottawa Centre*

Michael Cassidy, NDP

*Ottawa East*

Albert Roy, LIB

*Ottawa South*

Claude Bennett, PC (Hon.)

*Ottawa West*

Reuben Baetz, PC (Hon.)

*Oxford*

Richard L. Treleaven, PC

*Parkdale*

Tony Ruprecht, LIB

*Parry Sound*

Ernie Eves, PC

*Perth*

Hugh Edighoffer, LIB

*Peterborough*

John Turner, PC (Hon.)

*Port Arthur*

Jim Foulds, NDP

*Prescott-Russell*

Don Boudria, LIB

*Prince Edward-Lennox*

James Taylor, PC

*Quinte*

Hugh O'Neil, LIB

*Rainy River*

T. Patrick Reid, LIB/LABOUR

*Renfrew North*

Sean Conway, LIB

*Renfrew South*

Paul Yakabuski, PC

*Riverdale*

Jim Renwick, NDP

*Sarnia*

Andy Brandt, PC (Hon.)

*Sault Ste. Marie*

R.H. Ramsay, PC (Hon.)

*Scarborough Centre*

Frank Drea, PC (Hon.)

*Scarborough East*

Margaret Birch, PC

*Scarborough-Ellesmere*

Alan Robinson, PC

*Scarborough North*

Thomas Wells, PC (Hon.)

*Scarborough West*

Richard Johnston, NDP

*Simcoe Centre*

George Taylor, PC (Hon.)

*Simcoe East*

Allan McLean, PC

*St. Andrew-St. Patrick*

Larry Grossman, PC (Hon.)

*St. Catharines*

Jim Bradley, LIB

*St. David*

Margaret Scrivener, PC

*St. George*

Susan Fish, PC (Hon.)

*Stormont-Dundas-Glengarry*

Noble Villeneuve

*Sudbury*  
Jim Gordon, PC

*Sudbury East*  
Elie Martel, NDP

*Timiskaming*  
Edward Havrot, PC

*Victoria-Haliburton*  
John Eakins, LIB

*Waterloo North*  
Herbert A. Epp, LIB

*Welland-Thorold*  
Mel Swart, NDP

*Wellington-Dufferin-Peel*  
Jack Johnson, PC

*Wellington South*  
Harry Worton, LIB

*Wentworth*  
Gordon Dean, PC (Hon.)

*Wentworth North*  
Eric Cunningham, LIB

*Wilson Heights*  
David Rotenberg, PC

*Windsor-Riverside*  
David Cooke, NDP

*Windsor-Sandwich*  
William Wrye, LIB

*Windsor-Walkerville*  
Bernard Newman, LIB

*York Centre*  
Don Cousens, PC

*York East*  
Robert Elgie, PC (Hon.)

*York Mills*  
Bette Stephenson, PC (Hon.)

*York North*  
William Hodgson, PC

*York South*  
Bob Rae, NDP

*Yorkview*  
Mike Spensieri, LIB

*York West*  
Nick Leluk, PC (Hon.)

**SPEAKER OF THE LEGISLATIVE ASSEMBLY**  
Legislative Bldg.  
Queen's Park, Toronto M7A 1A1  
416-965-2331

**LEGISLATIVE 2**

The **Speaker of the Legislative Assembly** is the Chief Presiding Officer and is responsible for both policy and operations. The Speaker also chairs the **Board of Internal Economy** that governs the financial affairs of the Assembly including the review of the estimates. The office includes the **Sergeant-at-Arms of the Legislative Assembly** (965-4625) as well as the **pages** employed during sessions. The office can provide information on the schedule of sittings and sessions of the **legislature**.

**CLERK OF THE LEGISLATIVE ASSEMBLY**  
Legislative Bldg.  
Queen's Park, Toronto M7A 1A1  
416-965-1406

**LEGISLATIVE 3**

The Clerk is principal officer of the Legislative Assembly. He ranks as the Deputy Minis-



ter of the Office of the Legislative Assembly and is responsible for procedure and the daily publication of the **Order Paper** and **Votes and Proceedings**, the official record of the activities of the **Legislature**. The Clerk's Office will answer questions about the status of **legislation (bills)** before the Legislature, questions on Parliamentary Procedure, rules pertaining to **Private Bills** and **select and standing committees**.

#### LEGISLATIVE ASSEMBLY ADMINISTRATIVE OFFICE

LEGISLATIVE 4

Legislative Bldg.  
Queen's Park, Toronto M7A 1A1  
416-965-9494

The Administrative Office provides financial, personnel and associated administrative services for each Member of **Provincial Parliament (MPP)** and his or her staff, the three party caucuses, MPP constituency offices and the various offices under the Office of the Legislative Assembly. In addition, the Administrative Office is responsible for information and tours service and food, beverage and stewards services in the legislative buildings.

Administrative services (965-9489) include the coordination of MPP constituency offices (see list under the Legislative Assembly entry, LEGISLATIVE 1) purchasing of goods and services, supply management, printing services and the maintenance of policy and procedures manuals.

Financial services (965-9489) include general accounting, payroll and expense account services.

Personnel services (965-9492) include the establishment of personnel policies and procedures, the establishment of appropriate classification and compensation levels for employees, staff recruitment and coordination of the **Affirmative Action Program** to improve the status of Ontario government female employees. The office participates in the government's **youth employment (Experience Program)**.

Food and Beverage Services (965-6012) include the **Members' Dining Room** (965-2011) which offers MPPs, staff and visitors facilities for luncheons and dinners, a cafeteria for occupants of the Legislative Building, and **Stewards Service** for the **Press Gallery Lounge**.

#### PARLIAMENTARY AND PUBLIC RELATIONS OFFICE

LEGISLATIVE 5

Legislative Bldg.  
Queen's Park, Toronto M7A 1A1  
416-965-4028

The **Parliamentary and Public Relations Office** conducts individual and group **tours** of the **Legislative Building**. Tour guides explain the history of the Legislative Building, the workings of the parliamentary system in Ontario, and are able to answer any questions raised by the tour group. Multilingual guides are available. **Art** tours of the Macdonald Block and the Main Legislative Building can be booked upon request.

The staff are located at the main entrance to the Legislative Building and provide **information services** to the visiting public. Inquiries are answered and tourist information concerning Ontario and Toronto attractions is distributed.

This office is responsible for providing assistance to the Speaker and Members of Provincial Parliament travelling outside Queen's Park as delegates of the Legislative Assembly. The staff also prepare and implement programs for special guests visiting the Assembly from other jurisdictions.

**HANSARD REPORTING SERVICE**

**LEGISLATIVE 6**

Legislative Bldg.  
Queen's Park, Toronto M7A 1A2  
416-965-1456

The Hansard Reporting Service records the sittings of the **Legislature** of Ontario and its committees and publishes an official report (**Hansard**). Index information on Hansard for the current session of the Legislature can be obtained by calling 965-2159. The final printed Hansard is distributed to each Member of Provincial Parliament (MPP) and is available from the Ontario Government Bookstore, 880 Bay St., Toronto, 965-2054, and in most libraries. For subscriptions contact Hansard and Sessional Subscriptions, Publications Centre, Ministry of Government Services, 5th Flr., 880 Bay St., Toronto, M7A 1N8 (965-2238).

**LEGISLATIVE LIBRARY  
RESEARCH AND INFORMATION SERVICES**

**LEGISLATIVE 7**

Legislative Bldg.  
Queen's Park, Toronto M7A 1A2  
416-965-4545

Provides reference and information services to **Members of Provincial Parliament** (MPP) and staff, officers of the Legislative Assembly, research officers for the three parties, and members of the Legislative Press Gallery. Also provides a **research** service exclusively for MPPs. The Legislative **Library's** collection is particularly strong in the social sciences and **legal** materials. It has a large collection of Canadian, Ontario, other provincial and United States government **publications** as well as all the major Ontario daily and weekly newspapers. It also administers the **Press Clipping Service**, 700 Bay St., Ste. 1402, (965-2088) which provides MPPs with press clippings from selected Ontario **newspapers**.

The **Checklist and Catalogue Service** 180 Bloor St. W., 5th Flr., 963-1995 which is also administered by the Legislative Library, compiles a monthly checklist and an annual catalogue of Ontario government **publications** as well as a quarterly catalogue of **French** language publications issued by the Ontario government.

**CHIEF ELECTION OFFICER**

**LEGISLATIVE 8**

70 Lombard St.  
Toronto M5C 1M3  
416-965-6831

The Office of Chief Election Officer conducts any provincial election under the **Ontario Election Act**. Coordinates appointment, training and payment of **election** officials and coordinates arrangements for rentals, equipment and supplies for polling places at an election. Directs and supervises local Returning Officers in each of 125 **electoral districts**. Provides a public information film, 'Securing the Vote' and publishes **historical** information dating back to 1867, relating to provincial elections, **legislatures**, cabinets and **political** candidates. Maintains an Index of Provincial Electoral Districts by street name and number to assist persons who wish to know their **electoral district** and the name, telephone number and contact address of their **Member of Provincial Parliament** (MPP). See



the Legislative Assembly entry, LEGISLATIVE 1, for a list of MPPs and their constituency offices.

## COMMISSION ON ELECTION CONTRIBUTIONS AND EXPENSES

LEGISLATIVE 9

151 Bloor St. W.  
Toronto M5S 1S4  
416-965-0455

The Commission on Election Contributions and Expenses administers the **Election Finances Reform Act** which provides for registration of **political** parties and constituency (riding) associations active in Ontario, and candidates in a provincial **election**. During a provincial election campaign, the Commission limits political contributions to registered parties, constituency associations and candidates and limits advertising expenses and imposes a time period for advertising.

Provides **subsidies** to candidates with respect to campaign expenses incurred. Requires filing of audited campaign period statements of receipts and expenses by political parties, constituency associations and candidates, and audited annual financial statements, including statements of assets and liabilities by political parties and constituency associations.

In addition, Section 72 of the Legislative Assembly Act requires the Commission each year to review and make such recommendations as it considers proper in respect to the indemnities and allowances of members of the Assembly and to report its recommendations to the Speaker for presentation to the Assembly.

OMBUDSMAN  
125 Queen's Park  
Toronto M5S 2C7  
416-596-3300

LEGISLATIVE 10

The Ombudsman's Office administers the Ombudsman Act. The Ombudsman is an officer of the Legislature of Ontario whose function, with specified exceptions, is to investigate any decision, recommendation, act or omission made in the administration of any ministry or agency of the Ontario government. Complaints should be made in writing; however complainants can visit or call the above office. There are also offices in Thunder Bay (1265 Arthur St. E., P7E 6E7, 807-623-5058), North Bay (591 Main St. E., P1B 1B7, 705-476-5800) and Ottawa (255 Albert St., #203, K1P 6A9, 613-234-6421). The staff is multilingual. The Ombudsman reports annually to the Speaker of the Legislature. The Ombudsman is listed in all Ontario telephone directories under Ombudsman Ontario.

## PROVINCIAL AUDITOR

LEGISLATIVE 11

56 Wellesley St. W., 4th Flr.  
Toronto M7A 1A2  
416-965-1381

The Provincial Auditor audits, on behalf of the Legislature, the accounts of the Province and agencies of the Crown in accordance with his appointment under the **Audit Act** and various related statutes and authorities. The Provincial Auditor reports annually to the Legislature on any significant matters arising from these audits. As well, audited financial statements of the Province and some **agencies** of the Crown and **Crown corporations** are reproduced in the Public Accounts of Ontario, Volumes I and II. These publications

and the Annual Report of the Provincial Auditor are available from the Ontario Government Bookstore (see MGS 30).

**GOVERNMENT CAUCUS OFFICE****LEGISLATIVE 12**

Legislative Bldg.

Queen's Park, Toronto M7A 1A2

416-965-2337

The Progressive Conservative Party (PC) is at present the party in power. Each Member of Provincial Parliament belonging to the Progressive Conservative Party is part of the Government Caucus. The **Caucus** deliberates policies and programs which will become part of **legislation** to be introduced in the Legislature. Specific committees are responsible for certain areas. The Caucus Office has a **Chief Whip** who looks after attendance in full Caucus, committee meetings and in the Legislature, and keeps all Members informed as to what votes are expected in the Legislature. Each Member of Provincial Parliament has a constituency office to serve the needs of the people whom he or she represents (see list under the Legislative Assembly entry, LEGISLATIVE 1).

**LIBERAL PARTY CAUCUS OFFICE****LEGISLATIVE 13**

Legislative Bldg.

Queen's Park, Toronto M7A 1A2

416-965-1676

Each Member of Provincial Parliament (MPP) representing the Liberal Party belongs to the Liberal Party **Caucus**. The Liberal Party is at present the Official Opposition to the Ontario Government. The Caucus Office responds to inquiries and requests for assistance from the public and from other governmental jurisdictions. It invites and reviews input from the public on matters of provincial jurisdiction. In addition, each Liberal MPP has a local constituency office to serve the needs of the people whom he or she represents (see list under the Legislative Assembly entry, LEGISLATIVE 1).

**NEW DEMOCRATIC PARTY CAUCUS OFFICE****LEGISLATIVE 14**

Legislative Bldg.

Queen's Park, Toronto M7A 1A2

416-965-3311

Each Member of Provincial Parliament (MPP) belonging to the New Democratic Party (NDP) belongs to the NDP **Caucus**. The Caucus Office answers and deals with inquiries from the public and from other governmental jurisdictions about caucus policies and activities, etc.. For general information, phone 965-3311. To contact NDP Research Office, phone 965-5392. Each Member of the Provincial Parliament has a constituency office to serve the needs of the people whom he or she represents (see list under the Legislative Assembly entry, LEGISLATIVE 1).

**ACTS****ACTS****LEGISLATIVE 15**

The following is a list of Acts administered by the Assembly Office.

Legislative Assembly Act

Legislative Assembly Retirement Allowances Act, 1973



## MINISTRY OF AGRICULTURE AND FOOD

801 Bay St.

Toronto M7A 2B2

The Ministry of Agriculture and Food is one of the oldest ministries in the Ontario Government. Prior to the formation of the Ontario Department of Agriculture in 1888, agricultural administration in Upper Canada was handled by a Board of Agriculture, later named the Bureau of Agriculture.

In 1965, the name was changed to the Department of Agriculture and Food and, subsequently, Ministry, to more accurately reflect its responsive role in the entire food production chain.

With rapid changes taking place in society, the Ministry has undergone a major reorganization to become as responsive as possible to Ontario's \$10 billion agricultural and food industry.

On April 1, 1982, the Ministry of Agriculture and Food reorganized its services into three major groups -- Marketing and Development, Finance and Policy, and Technology and Field Services -- each headed by an Assistant Deputy Minister reporting to the Deputy Minister.

The Marketing and Development Group is responsible for eight branches grouped under three divisions. The Marketing Division encompasses the Farm Products Marketing Branch, the Market Development Branch and the Food Processing Branch. The Quality and Standards Division is responsible for the Livestock Inspection Branch, the Dairy Inspection Branch and the Fruit and Vegetable Inspection Branch and the Investigative Unit. The Foodland Preservation and Improvement Division contains the Foodland Preservation Branch and the Capital Improvements Branch.

The Finance and Policy Group is directly responsible for four branches - Crop Insurance and Stabilization Branch, Farm Assistance Programs Branch, Economics Branch and Strategic Planning Branch.

The Technology and Field Services Group is responsible for seven branches plus the five agricultural colleges, grouped under two divisions. The Education and Research Division is responsible for Agricultural Engineering Services, the Rural Organizations and Services Branch, the Horticultural Research Institute of Ontario, the five agricultural colleges and the Ontario Agricultural Museum. The Advisory and Technical Services Division contains the Agricultural Representatives Branch, the Animal Industry Branch, the Plant Industry Branch, Agricultural Laboratory Services and Veterinary Laboratory Services. In addition to the above responsibilities, the office of the Assistant Deputy Minister, Technology and Field Services will also directly administer a number of special programs and assignments including the Agricultural Research Institute of Ontario and the Ministry's Provincial Lottery Research Awards Program.

Due to the major reorganization of the Ministry some branches have relocated to Guelph, at the new Guelph Agricultural Centre, Highway 6, north of Guelph. The Executive Director of Education and Research is located at the centre. Other branches in the centre are: Animal Industry; Plant Industry (including the Institute of Pedology and Energy Section); Rural Organizations and Services; Veterinary Laboratory Services.

The Administration Division consisting of the Personnel Branch, the Accounts and Office Services Branch and the Audit Services Branch is organized as a separate division

reporting directly to the Deputy Minister. The Administration Division also initiates and maintains the Ministry's Affirmative Action Program. The objective of this program is to raise the level and diversify the occupational distribution of women crown employees, with the ultimate aim of ensuring equal opportunity.

The Communications Branch, because it provides services and advice to all segments of the Ministry, also reports directly to the Deputy Minister.

## DEPUTY MINISTER'S OFFICE

LEGAL BRANCH  
801 Bay St., 10th Flr.  
Toronto M7A 2B2  
416-965-6805

AG & FOOD 1

Provides legal services for the Ministry of Agriculture and Food. Counsels the Ministry on legal matters including: interpretation of statutes and regulations; preparation and review of proposed legislation, regulations and other legal documents. Supplies the Ministry with general legal services including preparing litigation, settlement of claims and acting at court hearings.

COMMUNICATIONS BRANCH  
801 Bay St., 12th Flr.  
Toronto M7A 1A5  
416-965-1056

AG & FOOD 2

Provides daily **farm market broadcasts** for 40 Ontario radio and TV stations, operates telecommunications equipment linking the Ministry with its field offices and supports Ministry education and extension services with displays, audio-visual and print materials. The branch also answers public enquiries on behalf of the Ministry and publishes some 900 technical and educational booklets for urban and rural citizens. It supplies information to the news media through news releases, radio tapes and TV clips of news and interviews in support of Ministry programs.

FARM PRODUCTS APPEAL TRIBUNAL  
801 Bay St., 12th Flr.  
Toronto M7A 2B2  
416-965-5844

AG & FOOD 3

The Tribunal hears appeals against orders, decisions or regulations made by marketing boards established under the **Farm Products Marketing Act** (Farm Products Marketing Board), the **Milk Act** (Milk Commission of Ontario) or by a branch director appointed under the Milk Act. The Tribunal also serves as a Licence Review Board under the Milk Act, the Farm Products Marketing Act, the Edible Oil Products Act and the Oleomargarine Act. Hears applications under the Commodity Board Members Act.



## ASSISTANT DEPUTY MINISTER MARKETING AND DEVELOPMENT MARKETING DIVISION

### FARM PRODUCTS MARKETING BRANCH

AG &amp; FOOD 4

801 Bay St., 2nd Flr.

Toronto M7A 2B2

416-965-2124

Consists of the **Farm Products Marketing Board** and the **Milk Commission of Ontario** which administer the **Farm Products Marketing Act** and the **Milk Act**, respectively. For information contact Ministry's county and district offices (see County and District Field Offices, AG & FOOD 39). The Farm Products Marketing Board and the Milk Commission supervise the marketing boards established under the two Acts and are responsible for making recommendations on changes in the regulations. The Farm Products Marketing Act provides for **commodity** regulation (43 commodities under 24 individual plans, each plan administered by a producer marketing board). The Act also requires the **licensing** of processors of regulated commodities (e.g., turkey, vegetables, grapes, tender fruit, soybeans, potatoes, apples, asparagus, berries) and soybean brokers and dealers and seed corn buyers. The Milk Commission cooperates with the **Ontario Milk Marketing Board**, the **Cream Producers' Marketing Board** and the **Ontario Dairy Council** in dairy policy planning and development.

The **Ontario Beef Financial Protection Program** commenced on September 1, 1982 under regulations under the Farm Products Payments Act and the Livestock and Livestock Products Act. The branch assesses the 'financial responsibility' of applicants for livestock dealers licences and administers the **Livestock Financial Protection Fund** on behalf of the Livestock Financial Protection Board.

### MARKET DEVELOPMENT BRANCH

AG &amp; FOOD 5

801 Bay St., 2nd Flr.

Toronto M7A 2B2

416-965-7701

Domestic Section (965-7701) and Export Section (965-7038) programs are designed to expand present, and develop new, domestic and **international** markets for Ontario-produced fresh and processed **agricultural** and **food** products.

International market development is accomplished via **export** missions and promotion programs.

The Domestic Section manages '**Foodland Ontario**', the advertising and promotion program for domestic market development.

### FOOD PROCESSING BRANCH

AG &amp; FOOD 6

801 Bay St., 2nd Flr.

Toronto M7A 2B2

416-965-0311

The objectives of the Food Processing Branch are to encourage the expansion and modernization of Ontario's **food** processing and manufacturing **industries** in areas of import replacement and **export** opportunities, to provide a liaison role between the industry, government and non-government boards and agencies, producer organizations and the **Farm Machinery and Food Processing Testing Centre** in Chatham, and to advise the in-

dustry on upgrading of their operations, use of domestic products, packaging and labelling, and marketing.

The branch has the responsibility of encouraging private sector capital investment through such initiatives as food processing grants and loans from BILD.

## QUALITY AND STANDARDS DIVISION

### INVESTIGATIVE UNIT

AG & FOOD 7

801 Bay St., 6th Flr.  
Toronto M7A 1B3  
416-965-5841

Investigates collection and processing of dead farm **animals** at all levels of the **meat industry**, particularly those operations exempt from the provisions of the Meat Inspection Act (Ontario); enforces provisions of the **Beef Cattle Financial Protection Program**, the **Oleomargarine Act** and the **Edible Oil Products Act**; and upon request investigates other areas within the division and/or ministry with executive director approval.

### LIVESTOCK INSPECTION BRANCH

AG & FOOD 8

801 Bay St., 6th Flr.  
Toronto M7A 1B3  
416-965-5841

The Livestock Inspection Branch administers the following acts: **The Meat Inspection Act** (licensing and inspection of **livestock** and **poultry slaughtering plants**); the **Livestock Community Sales Act** (licensing and inspection of **livestock** community sales); the **Dead Animal Disposal Act** (licensing and inspection of those involved in disposing of dead **animals**); the **Livestock and Livestock Products Act** (licensing livestock dealers under the Beef Cattle Financial Protection Program and administering the regulations pertaining to **eggs**); the **Sheep and Wool Marketing Act** (provides for licence fee deductions for the **Ontario Sheep Association**); the **Provincial Auctioneers Act** (licensing auctioneers to sell pure-bred **livestock**, by public auction); the **Beef Cattle Marketing Act** (provides for licence fee deduction for the **Ontario Cattlemen's Association**); regulates the marketing of rail weight beef carcasses; the **Farm Products Grades and Sales Act** (related to the grades of beef, veal, lamb, mutton and poultry).

### DAIRY INSPECTION BRANCH

AG & FOOD 9

801 Bay St., 6th Flr.  
Toronto M7A 1A7  
416-965-2411

Undertakes programs to ensure that **milk** marketed in Ontario is produced under acceptable sanitary conditions and meets quality standards. Provides for **dairy farm** inspections and monthly testing of raw milk. Issues **licences** to, and arranges for training and inspecting the work of, milk and cream graders and testers, bulk tank milk graders, buttermakers and cheesemakers. Issues licences, regulates and inspects plants manufacturing milk products, **margarine** and **edible oils**. The **laboratory** in Guelph analyzes all samples for butterfat, protein and lactose and reports results to the **Ontario Milk Marketing Board** which determines payment to producers. Conducts regular milk utilization audits. Monitors consumer packages for composition and fill control. For information contact Ministry's county and district offices (see County and District Field Offices, AG & FOOD 39).



## FRUIT AND VEGETABLE INSPECTION BRANCH

AG &amp; FOOD 10

801 Bay St., 6th Flr.  
 Toronto M7A 1A7  
 416-965-1058

Regulates the inspection and grading of twenty-five fruit and vegetables in addition to flue-cured and burley **tobacco**, **honey**, **maple syrup**, **Christmas trees** and tomato seedlings. Offers technical advice to growers and producers and informs the public on marketing and sales standards of fruit, vegetables, honey and maple products. This branch provides the Ministry's Communications Branch with market reports on seasonal **crops**. Issues **licences**: to operators of controlled atmosphere **storages** and to packers of apples from such storages, to dealers of **fruit** and **vegetables**, and to **nurseries**. Controls disease in nurseries and controls neglected **orchards** to prevent spread of infestations of **disease** or **insects**. Administers the **Bees Act** which requires **registration** of **apiaries** (where bees are kept for honey production). To register contact Provincial Apiarist, Dept. of Environmental Biology, University of Guelph, 519-824-4120 Ext. 2477.

Administers the **Ontario Storage and Packing Assistance Program for Fruit and Vegetables (OSPAP)** which provides financial assistance to producers and packers of Ontario grown fruit and vegetables for the construction and renovation of **fruit** and **vegetable storages** and packing facilities, and the purchase of packaging and cooling equipment. For information contact this Ministry's county and district offices (see County and District Field Offices entry, AG & FOOD 39).

## FOODLAND PRESERVATION AND IMPROVEMENT DIVISION

## FOODLAND PRESERVATION BRANCH

AG &amp; FOOD 11

801 Bay St., 8th Flr.  
 Toronto M7A 2B2  
 416-965-9433

Reviews **official plans**, **environmental assessments** and project proposals to determine their **land use planning** implications for agriculture. Assists the Ministry of Government Services in leasing, for agricultural purposes, **farm land** held by the government for future development. The branch also administers the **Topsoil Preservation Act** (allowing municipalities to regulate removal of topsoil). Administers the **Non-Resident Agricultural Land Interests Registration Act**, which requires non-residents of Canada to file a form indicating their interests in agricultural holdings in Ontario larger than 10 hectares. The branch has land use specialists in the Ministry's county and district offices in St. Thomas, Ancaster, Fergus, Alliston, Lindsay and Kemptville. Addresses are included in the list of county and district offices found in the County and District Field Offices entry, AG & FOOD 39.

## CAPITAL IMPROVEMENTS BRANCH

AG &amp; FOOD 12

801 Bay St., 8th Flr.  
 Toronto M7A 2B2  
 416-965-7661  
 416-965-9921 (Drainage)

Administers the **Tile Drainage Act** and the **Drainage Act** (financial assistance to municipalities and farmers for the improvement of farm land) and the **Agricultural Tile Drainage Installation Act** ( **licences** for installers of tile drainage systems on farm land). Admin-

isters **federal-provincial** agricultural programs for farm and rural development including the **Agricultural and Rural Development Agreement (ARDA)**, **Northern Ontario Rural Development Agreement (NORDA)**, **Eastern Ontario Subsidiary Agreement (EOSA)**. Manages the **Ontario Junior Farmer Establishment Loan Corporation** (discontinued issuing new mortgage loans in 1969), **Seasonal Housing Assistance Program** (assistance to farmers for housing seasonal workers) and the **Eastern Ontario Apple Tree Replanting Program** (assistance to growers replacing trees which died as a result of the winter of 1980-81).

## ASSISTANT DEPUTY MINISTER FINANCE AND POLICY

### CROP INSURANCE COMMISSION OF ONTARIO

AG & FOOD 13

801 Bay St., 5th Flr.

Toronto M7A 1B7

416-965-1811

Makes available to farmers a crop **insurance** plan to insure about 46 commercially grown **crops** against natural disaster.

### FARM INCOME STABILIZATION COMMISSION

AG & FOOD 14

801 Bay St., 5th Flr.

Toronto M7A 2B2

416-965-1811

Farm Income Stabilization plans are available to provide **financial assistance** during times of low prices for **hogs** or for the following **crops**: white beans, barley, soybeans, winter wheat and corn; to guarantee participating producers a price equal to 95 per cent of the market price over the previous five years, adjusted for cash costs.

### FARM ASSISTANCE PROGRAMS BRANCH

AG & FOOD 15

801 Bay St., 10th Flr.

Toronto M7A 2B2

416-963-2404

Responsible for financial policy (**grants** and **subsidies**), **credit** policy and **taxation** policy, assessment of existing programs, the development of new programs and the administration of programs. Provides **information** about financial policies and programs in **agriculture** for **farmers**, other governments, etc.

The branch administers the **Ontario Farm Adjustment Assistance Program** (963-1272) and the **Ontario Beginning Farmer Assistance Program** (963-2988). The branch is also responsible for the payments of grants to **municipalities** and producers for programs under the **Dog Licensing and Livestock and Poultry Protection Act**, the **Hunter Damage Act**, the **Rabies Indemnity Program** and various livestock programs.

The branch also develops the policy and provides the funds for the **Ontario Farm Tax Reduction Program**, which is administered by the Subsidies Branch, Ministry of Municipal Affairs and Housing (585-6565), see MAH 29.

For further information such as eligibility criteria, the application process and management of these programs, contact the local Ministry of Agriculture and Food county or district office (see list under the County and District Field Offices entry, AG & FOOD 39).



**ECONOMICS BRANCH**

AG &amp; FOOD 16

801 Bay St., 4th Flr.

Toronto M7A 1B6

416-965-1064

Serves the Ministry, government committees and the **agricultural** industry (marketing boards, administrative bodies, farmers) by assembling and interpreting **agricultural economic** information. Conducts **research** into **farm** costs, marketing methods, **farm** business management and agricultural policy and trade. Gathers and publishes a wide range of **agricultural statistics** and monitors economic developments in the industries supplying input to agriculture, in the industries processing farm commodities and in the sectors which take the commodities to the consumer. Field staff carry on economic research projects, maintain close liaison with other field office staff of the Ministry and with marketing boards, provide consulting services to **farm** organizations, individual farmers and processing industries. They serve the Province from field offices in Chatham, Guelph and Vineland Station (listed under the County and District Field Offices entry, AG & FOOD 39).

**STRATEGIC PLANNING BRANCH**

AG &amp; FOOD 17

801 Bay St., 4th Flr.

Toronto M7A 2B2

416-965-7572

Develops the financial strategies of the Ministry, and ensures that policy objectives are consistent and achievable within present and future resource limitations. A further role is the development of long-term policies, for the Ontario agricultural sector, that recognize both domestic and international developments in agriculture and related industries, and ensure the long-term viability of this major economic sector. Maintains liaison with Management Board, Treasury, Cabinet Office and other central agencies to consolidate the policy making process for Agriculture and Food.

**ASSISTANT DEPUTY MINISTER  
TECHNOLOGY AND FIELD SERVICES****AGRICULTURAL RESEARCH INSTITUTE OF  
ONTARIO**

AG &amp; FOOD 18

801 Bay St., 11th Flr.

Toronto M7A 1A3

416-963-2156

Inquires into **research** programs on agriculture, **veterinary** medicine and **food science**. Stimulates interest in **agricultural research** as a means of developing efficiency in the production and marketing of **farm** products in Ontario and also serves as an advisory body to the Minister of Agriculture and Food. In Toronto contact 963-2156 for policy matters.

## EDUCATION AND RESEARCH DIVISION

### ONTARIO FARM MACHINERY BOARD

AG & FOOD 19

University of Guelph  
Guelph N1G 2W1  
519-824-4120 Ext. 2464

Investigates complaints regarding **farm machinery** and may bring together interested parties to resolve problems of service, parts supply and guarantees involving farmers, dealers and manufacturers in Ontario. The Board has developed an Ontario Farm Machinery Distributor and Retail Dealer Code which defines the extent of commitment of farm machinery distributors and dealers with respect to new farm machinery transactions. Distributors and dealers voluntarily agreeing to meet and adhere to the requirements of the Code will be certified by the Board.

### AGRICULTURAL ENGINEERING SERVICES

AG & FOOD 20

Room 301, School of Engineering  
University of Guelph  
Guelph N1G 2W1  
519-824-4120, Ext. 2463

The Agricultural Engineering Services provides advice to **farmers** and all persons involved in serving agriculture, on engineering needs related to farm drainage, irrigation, farm **water** supply, erosion control, farm structures (except residences), farmstead equipment, farm machinery economics, ventilation, manure management, **energy** conservation, rural electrification, and microprocessing.

The Agricultural Engineering Services also provide a direct link between field service programs in diploma **education**, and research and development of the Colleges of Agricultural Technology and the School of Engineering at the University of Guelph. To enhance the translation of research results into practical 'on farm' applications, the Service is divided into six regional groups located at the five colleges and the University of Guelph. The Head Engineer at the University of Guelph also fulfils a program coordinator function for the Province.

Please refer to AG & FOOD 39 for the addresses of the County and District offices where other Agriculture Engineers are located.

*Head, Engineering Section*  
Alfred College of  
Agricultural Technology  
**Alfred K0B 1A0**  
613-679-2218

*Head, Engineering Section*  
Kemptville College of  
Agricultural Technology  
**Kemptville K0G 1J0**  
613-258-3411

*Head, Engineering Section*  
Centralia College of  
Agricultural Technology  
**Huron Park N0M 1Y0**  
519-228-6691

*Head, Engineering Section*  
New Liskeard College of  
Agricultural Technology  
**New Liskeard P0J 1P0**  
705-647-6701



*Head, Engineering Section*  
 Ridgetown College of  
 Agricultural Technology  
 Ridgetown N0P 2C0  
 519-674-5456

## RURAL ORGANIZATIONS AND SERVICES BRANCH

AG &amp; FOOD 21

Guelph Agriculture Centre  
 P. O. Box 1030  
 Guelph N1H 6N1  
 519-823-5700, Ext. 212

Branch services are administered through the **Guelph Agriculture Centre** and provided through the Ministry's 54 county or district offices (see the County and District Field Offices entry, AG & FOOD 39).

Provides advisory services and resources to rural organizations including **Federated Women's Institute of Ontario**, **Junior Women's Institute**, **agricultural societies**, **horticultural societies**, **fairs**, **Plowmen's Association**, **Junior Farmers' Association of Ontario**, the **Ontario Vacation Farm Association**, and other organizations. The **Ontario Plowmen's Association** sponsors the **International Plowing Match** and **Farm Machinery Show**.

Coordinates the **4-H Agricultural and Homemaking Programs**. Provides **volunteer leadership** training, resources, and guidance to local 4-H clubs.

Conducts **home economics educational** programs on **foods** and **nutrition**, **clothing** and **textiles**, and **home and family management** for consumers. Provides up-to-date resources for developing rural leadership and publications for consumers and members of rural organizations.

Administers the **Junior Agriculturalist Program**, a summer program for urban youth wanting experience on farms, and **Agricrew**, a summer **youth employment** program which provides crews of **students** to farmers for seasonable **jobs**. Coordinates the **International Agricultural Exchange Program**. Assists Ontario farmers with their agricultural **manpower** needs by providing information and advice on **farm labour supply**, **employment** standards legislation, **personnel** management, **job** creation programs, and training programs for **farm workers**.

## HORTICULTURAL RESEARCH INSTITUTE

AG &amp; FOOD 22

Vineland Station L0R 2E0  
 416-562-4141

Conducts **horticultural research** (including studies on **soils** and **crops**) to increase production and develop new varieties of **farm products** (e.g. **fruits** and **vegetables** including **mushrooms** and **wine**). The Institute also coordinates all horticultural research and service programs supported by the Ministry. Serves farmers, growers of ornamental plants, food processors and wine makers. The Institute provides propagating material (cuttings, etc.) to growers and **nurseries**. Research is conducted at these locations:

*Muck Research Station*  
R.R. 1  
**Kettleby L0G 1J0**  
416-775-3783

*Horticultural Research Institute of Ontario  
&  
Horticultural Products Laboratory*  
**Vineland Station L0R 2E0**  
416-562-4141

*Horticultural Experiment Station*  
Box 587  
**Simcoe N3Y 4N5**  
519-426-7120

## COLLEGES OF AGRICULTURAL AND FOOD TECHNOLOGY

AG & FOOD 23

The colleges and the **University of Guelph** offer diploma education in farm management, agricultural production, agricultural engineering, agricultural laboratory technology, food service supervision and technology, veterinary (animal health) technology, livestock production, technology and management, and agricultural business management. The colleges provide training courses for dairy manufacturers, farm equipment mechanics and dairy and swine herdworkers. They also conduct agricultural research for the Ministry including studies on livestock, poultry, field crops, horticultural plants, maple syrup, soils, food and nutrition, economics and marketing. For policy matters, please contact this Ministry's Guelph Agriculture Centre, Guelph N1H 6N1, 519-823-5700. Services in the French language are provided by the College located in Alfred, Ontario.

*College de Technologie  
Agricole et Alimentaire d'Alfred*  
C. P. Box 580  
**Alfred K0B 1A0**  
613-679-2218

*New Liskeard College of  
Agricultural Technology*  
**New Liskeard P0J 1P0**  
705-647-6701

*Centralia College of  
Agricultural Technology*  
**Huron Park N0M 1Y0**  
519-228-6691

*Ridgetown College of  
Agricultural Technology*  
**Ridgetown N0P 2C0**  
519-674-5456

*Kemptville College of  
Agricultural Technology*  
**Kemptville K0G 1J0**  
613-258-3411

*Ontario Agricultural College*  
University of Guelph  
**Guelph N1G 2W1**  
519-824-4120

**ONTARIO AGRICULTURAL MUSEUM**  
Milton L9T 2Y3  
416-878-8151

AG & FOOD 24

The **Ontario Agricultural Museum** in Milton, Ontario, one of the museums operated by the Ontario Government, houses and displays tools, implements and historical artifacts associated with the history of Ontario agriculture.



**ADVISORY AND TECHNICAL SERVICES DIVISION****AGRICULTURAL REPRESENTATIVES BRANCH**

AG &amp; FOOD 25

801 Bay St., 7th Flr.

Toronto M7A 1B2

416-965-1241

**Agricultural** representatives (ag reps) in 54 county and district offices located throughout the Province conduct **education** programs, provide **advisory** services and administer government policies designed to assist farmers in the management of their **farm** operations.

The **farm** management program encourages and assists farmers to use their resources effectively to make their farms productive and profitable. The program comprises financial and business management, **livestock** management, and **soils** and **crops** management assistance. Ag reps advise farmers on financial matters, e.g., business analysis, estate planning, pricing, marketing, accounting, and overall **farm** planning.

**Livestock** management consists of information and advice to livestock and **poultry** producers on the economics of production, choice and size of enterprise, feed evaluation, storage and handling, testing, herd and flock health, marketing, etc.. **Soils** and **crops** management assistance concentrates on the economics of production, tillage, land use, erosion control, fertilizer recommendations, **weed**, **insects** and **disease** control, variety selection, crop handling and storage systems, **crops insurance**, drainage and irrigation.

Agricultural Representatives Branch staff administer the **Northern Ontario Assistance Program**, funded by the Ministry of Northern Affairs, which provides **financial assistance** to Northern Ontario farmers.

For a list of county and district offices, see the County and District Field Offices entry, AG & FOOD 39.

**ANIMAL INDUSTRY BRANCH**

AG &amp; FOOD 26

Guelph Agriculture Centre

P.O. Box 1030

Guelph N1H 6N1

519-823-5700

**Livestock** advisory services and **veterinary** consultation services are available on management, health and **disease** of cattle, sheep and swine to producers and veterinarians throughout Ontario. Promotes the production of high quality livestock products through improvement programs (**Record of Performance, ROP**). Maintains a feed analysis **laboratory** and feed advisory service. Provides **financial support** to **veterinary** services in designated areas where livestock farms are sparsely located.

The branch administers acts concerning **vaccination** of cattle for brucellosis, brands and livestock pounds. Inspects and issues **licences** to riding **horse** establishments, suppliers of **laboratory animals**, sellers of **livestock medicines** other than pharmacists and veterinarians, providers of **artificial insemination** services for **livestock**. Inspects **dog pounds**. Inspects and **registers** facilities that use **animals** for **research**.

## PLANT INDUSTRY BRANCH

AG &amp; FOOD 27

Guelph Agriculture Centre

P. O. Box 1030

Guelph N1H 6N1

519-823-5700, Ext. 301

Provides information at local offices throughout the province on the commercial production of **field** and **horticultural crops** (e.g., greenhouse vegetables and ornamentals, commercial mushrooms). Information is available to **commercial growers** on safety and correct use of **pesticides**. Responsible for administration of the **Weed Control Act** through municipally-appointed inspectors. Complaints should be directed to the municipality. The **soil** classification section evaluates and produces **soil maps** to facilitate land use decisions. The **agricultural energy** section searches alternate methods of **fuel production**, substitution and conservation for **farmers**. For information contact this Ministry's county or district office (see County and District Field Offices entry, AG & FOOD 39).

## PLANT INDUSTRY BRANCH

AG &amp; FOOD 28

## ONTARIO INSTITUTE OF PEDOLOGY

Guelph Agriculture Centre

P. O. Box 1030

Guelph N1H 6N1

519-823-5700, Ext. 301

The Institute is comprised of **soil** scientists from the Ontario Ministry of Agriculture & Food, Agriculture Canada and the University of Guelph. The Institute is responsible for classification and interpretation of Ontario's **soils** to aid Ministry staff in **land use planning**, **tile drainage**, tillage and other soil conservation programs.

AGRICULTURAL LABORATORY SERVICES  
BRANCH

AG &amp; FOOD 29

## PROVINCIAL PESTICIDE RESIDUE TESTING LABORATORY

University of Guelph

Guelph N1G 2W1

519-824-4120, Ext. 2449/3424

Provides a **chemical** analytical service to all provincial ministries for the detection and measurement of residues of: **pesticides**, i.e., **insecticides**, **herbicides**, **fungicides**, **acaricides**, **nematocides**, etc.; industrial **pollutants**; and heavy **metals** within **food**, **plants**, **animals**, **fish**, **wildlife**, **soils**, **water**, **air** and human tissues. Interprets significance of analytical results. Contact **laboratory** or ministries involved for **research** papers and reports.

AGRICULTURAL LABORATORY SERVICES  
BRANCH

AG &amp; FOOD 30

## PEST DIAGNOSTIC LABORATORY

University of Guelph

Guelph N1G 2W1

519-824-4120, Ext. 2701

The Pest Diagnostic Laboratory provides a service for the identification of **insects**, **plant diseases** and **weeds** upon receipt of carefully packed samples.



## VETERINARY LABORATORY SERVICES BRANCH

AG &amp; FOOD 31

Guelph Agriculture Centre  
P. O. Box 1030  
Guelph N1H 6N1  
519-823-5700, Ext. 116

Operates six laboratories that provide assistance to the **livestock** industry and **veterinary** practitioners by offering diagnostic, investigative, consultative and extension services. Carcasses and specimens from **animals** and **poultry** are submitted by veterinarians and farmers, and tests are made to determine the cause of **disease**. Administers the **Ontario Hatchery Supply Flock Policy**, involving monitoring procedures to control disease of poultry and the **Fur Farms Act**, requiring licencing of **fur** farmers. The laboratories are listed below:

95 Dundas St.  
**Brighton K0K 1H0**  
613-475-1630

KCAT  
**Kemptville K0G 1J0**  
613-258-3804

Box 3612  
**Guelph N1H 6R8**  
519-824-4120, Ext. 3997

Box 790  
**New Liskeard P0J 1P0**  
705-647-6701

Nova Scotia Ave.  
**Huron Park N0M 1Y0**  
519-228-6691

100 Main St. E.  
**Ridgetown N0P 2C0**  
519-674-5456, Ext. 56

## ADMINISTRATION DIVISION

### ACCOUNTS AND OFFICE SERVICES BRANCH

AG &amp; FOOD 32

801 Bay St., 9th Flr.  
Toronto M7A 2A3  
416-965-1159

The Accounts and Office Services Branch is responsible for the ministry's accounting functions. These include payroll, accounts payable, subsidies payments, expense account services, budgeting and expenditure accounting control, accounts receivable, revenue control, as well as financial liaison with Management Board, the Provincial Auditor and other government ministries and agencies.

The branch also supplies the Ministry with administrative and central operations, computer development and data processing and also manages the Office Systems Unit which coordinates all office automation functions.

Office services and central operations include purchasing of goods and services, records management, central registry, assets management, maintenance of policy and procedures manuals, (e.g. Manual of Administration), the copy centre and graphic arts sections. The section provides liaison with the Ministry of Government Services to coordinate common services such as telephones, acquisition and design of office accommodation and purchasing of commonly used supplies. It is responsible for office safety supervision and also provides in-house mail services for the Ministry.

Systems development services include the definition, development and documentation of

the ministry's computerized or manual operations and administrative systems and liaison with the Ministry of Government Services, Computer and Telecommunication Services Division.

The branch also manages the distribution of agricultural publications from the Publications Warehouse and the Ministry **library**. The library operates the Ministry **reading room** to provide public access to all ministry publications, statutes, regulations and most manuals and internal procedures used by the Ministry.

#### PERSONNEL BRANCH

AG &amp; FOOD 33

801 Bay St., 3rd Flr.

Toronto M7A 1A4

416-965-7452

Performs the personnel functions for the Ministry of Agriculture and Food. The branch works mainly in an advisory capacity with all line managers who have primary responsibility for all personnel matters within their units. Personnel Branch is responsible for the establishment of ministry personnel policies and procedures, management information, the establishment of appropriate classification and compensation levels for all ministry employees, staff recruitment, benefits counselling, staff development, the investigation of employee grievances and all matters affecting working conditions and performance. Maintains the ministry's personnel and employee benefit records. Provides liaison between the Ministry and Civil Service Commission, Management Board and the Ontario Public Service Employees Union (OPSEU).

#### AFFIRMATIVE ACTION PROGRAM

AG &amp; FOOD 34

801 Bay St., 10th Flr.

Toronto M7A 2B2

416-963-1395

The **Affirmative Action Program** Manager plans, develops and coordinates the Ministry's Affirmative Action Program to improve the status of Ontario government female employees with the ultimate aim of ensuring equal opportunity for women.

#### AUDIT SERVICES BRANCH

AG &amp; FOOD 35

801 Bay St., 7th Flr.

Toronto M7A 2B2

416-965-3241

Audit Services Branch is responsible for carrying out independent reviews and appraisals of the Ministry's financial, administrative and operational programs. Assists management by reviewing specific areas of concern and reporting on the adequacy of internal financial and management controls.

#### AGENCIES

For some background information on ministerial agencies, boards and commissions, see the first entry under Royal Commissions, Special Purpose Bodies and Others (COMM 1). Some of this Ministry's agencies are listed below. For information on agencies not listed, contact the Minister's office, 416-965-1041.



## AGRICULTURAL LICENSING AND REGISTRATION REVIEW BOARD

AG &amp; FOOD 36

The Board hears appeals against decisions on licensing and registration requirements set out under these Acts: **Agricultural Tile Drainage Act**, **Animals For Research Act**, **Artificial Insemination of Livestock Act**, **Dead Animal Disposal Act**, **Farm Products Grades and Sales Act**, **Grain Elevator Storage Act**, **Livestock and Livestock Products Act**, **Livestock Community Sales Act**, **Livestock Medicines Act**, **Meat Inspection Act**, **Plant Diseases Act**, **Provincial Auctioneers Act**, and **Riding Horse Establishments Act**. The Board holds meetings and hearings as required. Information about the appeal procedure may be obtained from the branch involved with **registration** or **licences**.

## ONTARIO FOOD TERMINAL BOARD

AG &amp; FOOD 37

The Queensway  
Toronto M8Y 1H8  
416-259-5479

Operates the Ontario Food Terminal, a wholesale fresh **fruit** and produce market to serve all Ontario growers of these **farm** products. The terminal has cold storage facilities. It plays a major role in the orderly marketing of **fruit** and **vegetables** in Ontario.

## ONTARIO STOCK YARDS BOARD

AG &amp; FOOD 38

590 Keele St., Room 339  
Toronto M6N 3E3  
416-767-1163

Operates under the Stock Yards Act. The Board provides facilities for the weighing of **livestock** and supervising all **scales** operations. Issues **licences** to sales agencies operating in the stock yard to act as representatives in the selling of **livestock**.

## COUNTY AND DISTRICT FIELD OFFICES

AG &amp; FOOD 39

Field offices for the Ministry of Agriculture and Food include 54 county and district offices with a staff of **agricultural** representatives from the Agricultural Representatives Branch and specialists from other branches. The county and district offices provide access to all Ministry programs, services and resources.

**Agricultural** representatives (ag reps) and specialists provide the wide range of Ministry programs and services which are described individually above. Ag reps work closely with farmers, producers and others involved in the **agricultural** and **food** industries, providing information, **education** and advice and conducting educational meetings, workshops, and in-depth short courses for groups. All specialists in the Ministry's programs can be located by calling any county and district office.

Agriculture and Food factsheets, which provide basic information on a wide variety of agricultural topics, are available in county and district offices. Radio and **television broadcasts** provide information and educational programs in individual counties and districts. County and district field offices are listed below. Telephone numbers for both local calls and for Zenith calls, which provide toll-free calling services for customers within each county or district, are listed also. In **non-agricultural** areas of **Northern Ontario** callers may contact district offices of the Ministry of Northern Affairs (see entry MNA 2).

*Algoma District Office*  
1496 Wellington St. E.  
**Sault Ste. Marie P6A 2R1**  
705-253-1161  
Zenith 98750

*Brant County Office*  
207 Greenwich St.  
**Brantford N3S 2X7**  
519-759-4190  
Zenith 19750

*Bruce County Office*  
Box 1330, 10 Jackson St.  
**Walkerton N0G 2V0**  
519-881-3301  
Zenith 97920

*Carleton Office*  
26 Thorncliff Pl.  
**Nepean K2H 6L2**  
613-828-9167  
Zenith 13510

*Cochrane (North) District Office*  
Experimental Farm  
**Kapuskasing P5N 2X9**  
705-335-5828  
Zenith 43340

*Cochrane (South) District Office*  
Box 608, 4th Ave.  
**Matheson P0K 1N0**  
705-273-2509  
Zenith 34920

*Dufferin County Office*  
R.R. 4, Mono Plaza, Hwy. 10 N.  
**Orangeville L9W 2Z1**  
519-941-3830  
Zenith 98750

*Dundas County Office*  
Box 488, 457 Main St.  
**Winchester K0C 2K0**  
613-774-2313  
Zenith 19750

*Durham County Office*  
234 King St. E.  
**Bowmanville L1C 1P5**  
416-623-3348  
Zenith 73040

*Elgin County Office*  
594 Talbot St.  
**St. Thomas N5P 1C7**  
519-631-4700  
1-800-265-4377

*Essex County Office*  
46 Fox St.  
**Essex N8M 2S2**  
519-776-7361  
Zenith 13510

*Frontenac County Office*  
Box 651, 1055 Princess St.  
**Kingston K7L 1H3**  
613-547-3428  
Zenith 35050

*Glengarry County Office*  
Box 579, St. George St.  
**Alexandria K0C 1A0**  
613-525-1046  
Zenith 46710

*Grenville County Office*  
Box 2004, Ont. Gov't. Bldg.  
**Kemptville K0G 1J0**  
613-258-3411  
Zenith 99200

*Grey County Office*  
181 Toronto St. S.  
**Markdale N0C 1H0**  
519-986-2040  
Zenith 16310

*Haldimand Office*  
Box 129, Cayuga St.  
**Cayuga N0A 1E0**  
416-772-3381  
Zenith 46710



*Halton Office*  
17 Wilson Dr.  
**Milton L9T 3J7**  
416-878-2314  
Zenith 33440

*Hastings County Office*  
Box 340, 234 North St.  
**Stirling K0K 3E0**  
613-395-3393  
Zenith 43340

*Huron County Office*  
Box 159, 20 King St.  
**Clinton N0M 1L0**  
519-482-3428  
Zenith 73040

*Kenora District Office*  
Ontario Govt. Bldg.  
Box 3000  
**Dryden P8N 3B3**  
807-223-2415  
Zenith 46320

*Kent County Office*  
Box 726  
435 Grand Ave. W.  
**Chatham N7M 5L1**  
519-354-2150  
Zenith 33440

*Lambton County Office*  
Box 730, 4238 Petrolia St.  
**Petrolia N0N 1R0**  
519-882-0180  
Zenith 43350

*Lanark County Office*  
10 Sunset Blvd.  
**Perth K7H 2Y2**  
613-267-1063  
Zenith 33440

*Leeds County Office*  
Box 635, 44 Parkdale Ave.  
**Brockville K6V 5V8**  
613-342-2124  
Zenith 46320

*Lennox & Addington County Office*  
41 Dundas St. W.  
**Napanee K7R 1K5**  
613-354-3371  
Zenith 18210

*Manitoulin District Office*  
Box 328  
**Gore Bay P0P 1H0**  
705-282-2043  
Zenith 64720

*Middlesex County Office*  
367 Ridout St. N.  
**London N6A 2P1**  
519-434-6811  
1-800-265-4750

*Muskoka & Parry Sound District Office*  
Box 130, 8 Centre St. N.  
**Huntsville P0A 1K0**  
705-789-5491  
Zenith 59650

*Niagara (North) Office*  
**Vineland Station L0R 2E0**  
416-562-4142  
Zenith 47710

*Niagara (South) Office*  
574 South Pelham St.  
**Welland L3C 3C6**  
416-732-7552  
Zenith 48110

*Nipissing District Office*  
222 McIntyre St. W.  
**North Bay P1B 2Y8**  
705-474-3050  
Zenith 97920

*Norfolk Office*  
Box 587, Blue Line Rd.  
**Simcoe N3Y 4N5**  
519-426-7120  
Zenith 38300

*Northumberland County Office*  
Box 820, 95 Dundas St.  
**Brighton K0K 1H0**  
613-475-1630  
Zenith 34920

*Ontario County (Durham West) Office*  
Box 309, 16 Bascom St.  
**Uxbridge L0C 1K0**  
416-852-3328  
Zenith 64720

*Oxford County Office*  
Box 666, Hwy. 59 N.  
**Woodstock N4S 7Z5**  
519-537-6621  
Zenith 99200

*Peel Office*  
3 Elizabeth St. S.  
**Brampton L6Y 1P7**  
416-451-5474  
Zenith 43350

*Perth County Office*  
413 Hibernia St.  
**Stratford N5A 5W2**  
519-271-0280  
Zenith 35050

*Peterborough County Office*  
55 George St. N.  
**Peterborough K9J 3G2**  
705-745-2403  
Zenith 16310

*Prescott County Office*  
Box 110, Main St.  
**Plantagenet K0B 1L0**  
613-673-5115  
Zenith 48110

*Prince Edward County Office*  
Box 470, Hwy. 33 W.  
**Picton K0K 2T0**  
613-476-3224  
Zenith 98750

*Rainy River District Office*  
Front St.  
**Emo P0W 1E0**  
807-482-2310  
Zenith 35050

*Renfrew County Office*  
315 Raglan St. S.  
**Renfrew K7V 1R6**  
613-432-4841  
1-800-267-8816

*Russell County Office*  
666 Rue Notre Dame  
Box 540  
**Embrun K0A 1W0**  
613-443-3391  
Zenith 47710

*Simcoe (North) County Office*  
Box 340, Hwy. 27 S.  
**Elmvale L0L 1P0**  
705-322-2231  
Zenith 34920

*Simcoe (South) County Office*  
Box 370, 509 Victoria St. E.  
**Alliston L0M 1A0**  
705-435-5521  
Zenith 43340

*Stormont County Office*  
Box 655, 109-11th St. W.  
**Cornwall K6H 5T3**  
613-933-1581  
Zenith 38300

*Sudbury District Office*  
1414 LaSalle Blvd.  
**Sudbury P3A 1Z0**  
705-566-1630  
Zenith 73040

*Timiskaming District Office*  
Box 'G', Hwy. 11B N.  
**New Liskeard P0J 1P0**  
705-647-6701  
Zenith 16310



*Thunder Bay District Office*  
 Ont. Govt. Bldg.  
 435 James St. S.  
**Thunder Bay P7E 6E3**  
 807-475-1631  
 Zenith 18210

*Victoria County Office*  
 322 Kent St. W.  
**Lindsay K9V 2Z9**  
 705-324-6125  
 Zenith 97920

*Waterloo Office*  
 279 Weber St. N.  
**Waterloo N2J 3H8**  
 519-884-5390  
 Zenith 46320

*Wellington County Office*  
 Box 159, Fergus-Elora Rd.  
**Fergus N1M 2W7**  
 519-846-5371  
 1-800-265-8332

*Wentworth County Office*  
 R.R.1, Hwy. 53 E.  
**Ancaster L9G 3K9**  
 416-527-2995  
 Zenith 13510

*York Office*  
 Newmarket Plaza  
**Newmarket L3Y 2N1**  
 416-895-4519  
 Zenith 59650

## ACTS

ACTS AG & FOOD 40

The following is a list of Acts administered by the Ministry of Agriculture and Food. For information on which branches administer the Acts, see the Key Word Index or contact this Ministry's legal service branch or information/communications branch.

Abandoned Orchards Act  
 Agricultural Associations Act  
 Agricultural Committees Act  
 Agricultural Rehabilitation and Development Act (Ontario)  
 Agricultural Representatives Act  
 Agricultural Research Institute of Ontario Act  
 Agricultural Societies Act  
 Agricultural Tile Drainage Installation Act  
 Animals for Research Act  
 Artificial Insemination of Livestock Act  
 Beef Cattle Marketing Act  
 Bees Act  
 Brucellosis Act  
 Bull Owner's Liability Act  
 Commodity Board Members Act  
 Commodity Boards and Marketing Agencies Act  
 Cooperative Loans Act  
 Crop Insurance Act Ontario  
 Dead Animal Disposal Act  
 Dog Licensing and Livestock and Poultry Protection Act  
 Drainage Act  
 Edible Oil Products Act  
 Farm Income Stabilization Act  
 Farm Products Containers Act

Farm Products Grades and Sales Act  
Farm Products Marketing Act  
Farm Products Payments Act  
Fur Farms Act  
Grain Elevator Storage Act  
Horticultural Societies Act  
Hunter Damage Compensation Act  
Junior Farmers Establishment Act  
Livestock and Livestock Products Act  
Livestock Branding Act  
Livestock Community Sales Act  
Livestock Medicines Act  
Meat Inspection Act (Ontario)  
Milk Act  
Ministry of Agriculture and Food Act  
Non-resident Agricultural Land Interests Registration Act  
Oleomargarine Act  
Ontario Agricultural Museum Act  
Ontario Food Terminal Act  
Plant Diseases Act  
Pounds Act  
Provincial Auctioneers Act  
Riding Horse Establishments Act  
Seed Potatoes Act  
Sheep and Wool Marketing Act, 1981  
Stock Yards Act  
Tile Drainage Act  
Topsoil Preservation Act  
Veterinarians Act  
Weed Control Act



## MINISTRY OF THE ATTORNEY GENERAL

18 King St. E.

Toronto M5C 1C5

The Attorney General is given a wide range of powers. A number of the duties of the office have been set out specifically by Ontario statute. The Ontario Ministry of the Attorney General Act provides that the Attorney General as the law officer of the Executive Council: sees that the administration of public affairs is in accordance with the law; superintends all matters connected with the administration of justice in Ontario; performs the duties and has the powers that belong to the Attorney General and Solicitor General of England by law or usage, so far as those duties and powers are applicable to Ontario; advises the government and superintends upon all matters of a legislative nature; advises the heads of the departments and agencies of government in their legal matters; and conducts and regulates all litigation for and against the Crown.

The Federal Minister of Justice for Canada has legislative authority for the substantive areas of criminal law and procedure and asserts some independent right to prosecute certain classes of offences. The provincial Attorneys General of Canada have paramount responsibility to superintend all aspects of the administration of justice.

### COMMUNICATIONS BRANCH

ATT GEN 1

18 King St. E., 18th Flr.

Toronto M5C 1C5

416-965-9111

Provides information service for the Ministry of the Attorney General. Establishes communications policy for the Ministry and advises its branches on communications problems. Provides communications support to the Minister and the Deputy Minister. Activities include media liaison, answering public inquiries, producing and distributing publications, audio-visual materials and news releases.

### FRENCH LANGUAGE SERVICES

ATT GEN 2

18 King St. E., 15th Flr.

Toronto M5C 1C5

416-965-3870

**French Language Services Coordinator** coordinates the provision of French Language Services in the Ministry of the Attorney General.

### SERVICES EN FRANCAIS

Le coordonnateur des services en français de ce Ministère est responsable de la mise en oeuvre de la politique du gouvernement en matière de services en langue française (services aux Franco-Ontariens en langue française).

## LEGISLATIVE COUNSEL

### LEGISLATIVE COUNSEL SERVICES

ATT GEN 3

Legislative Building  
Queen's Park, Toronto M7A 1A2  
416-965-2841

Provides legislative advisory services to members of provincial parliament (MPP's), government ministers and ministries. Drafts **legislation** (**bills** and regulations); prepares the Statutes of Ontario (annual books of statutes) and the Revised Statutes of Ontario or RSO's (a consolidation of statutes, revised every ten years), and files and publishes regulations. In addition to the statutes in the RSO, there are other statutes that still have the force of law. A list of these may be found in Schedule C, Volume 9, Revised Statutes of Ontario 1980. The Legislative Counsel Services has a sub-branch (described in a separate entry) which is responsible for translating selected legislation into French. For information on statutes, contact 965-2841; on regulations, contact 965-2854; on French translations, contact 965-6096. Copies of legislation and bills can be obtained at the Ontario Government Bookstore, 880 Bay St., Toronto, 965-2054 or by writing to the Publications Centre, 880 Bay St., Toronto M7A 1N8 (see entry MGS 30).

### FRENCH TRANSLATION BRANCH

ATT GEN 4

863 Bay St., 2nd Flr.  
Toronto M5S 1Z2  
416-965-6096

French Translation Branch, reporting to Legislative Counsel Services, is responsible for the **translation** of selected statutes and regulations into the French language and publishes the French translations of **legislation**. Copies of translated legislation can be obtained at the Ontario Government Bookstore, 880 Bay St., Toronto, 965-2054 or by writing to the Publications Centre, 880 Bay St., Toronto M7A 1N8 (see entry MGS 30).

## POLICY DEVELOPMENT DIVISION

### POLICY DEVELOPMENT DIVISION

ATT GEN 5

18 King St. E., 18th Flr.  
Toronto M5C 1C5  
416-965-2816

Division functions include: **research** into and analysis of all aspects of the administration of justice in Ontario, continual review of the statutes administered by the Ministry, developing its legislative program, and advising the Attorney General and his Deputy on the progress of bills during **legislation**.



**PROGRAMS AND ADMINISTRATION DIVISION****ACCOUNTANT OF THE SUPREME COURT OF  
ONTARIO**

ATT GEN 6

123 Edward St.  
Toronto M5G 1E2  
416-965-5596

This office is the depository for all money, **mortgages** and **securities** which are paid into, or lodged with, the Supreme Court of Ontario. These monies, mortgages and securities are received, and disbursed or released pursuant to judgments and orders of the **Supreme Court of Ontario**, and in accordance with the **Judicature Act** and other relevant statutes. Where monies are in court to the credit of infants, this office administers the funds until the age of majority of the **children**.

**AFFIRMATIVE ACTION PROGRAM**

ATT GEN 7

18 King St. E., 3rd Flr.  
Toronto M5C 1C5  
416-965-7502

The Affirmative Action Program Manager plans, develops and coordinates the Ministry's Affirmative Action Program to improve the employment status of Ontario government female employees with the ultimate aim of ensuring equal opportunity for women.

**AUDIT SERVICES BRANCH**

ATT GEN 8

18 King St. E., 5th Flr.  
Toronto M5C 1C5  
416-965-4223

The branch is responsible for the Ministry's audit functions which include comprehensive review and appraisal of Ministry financial, administrative and operational records, systems and controls.

**FINANCE AND SERVICES BRANCH**

ATT GEN 9

18 King St. E., 3rd Flr.  
Toronto M5C 1C5  
416-965-1291

Provides all programs of the Ministry with financial management and accounting services including formulation of program estimates and branch budgets. Maintains Ministry Manual of Administration relating to financial and administrative policies and procedures.

Provides the Ministry with centralized services for purchasing of all goods and services including printing. Manages ministry programs for records and forms management, in-house printing and photocopying, distribution of stocked forms, mail and messenger services. Provides liaison with the Ministry of Government Services for centrally-provided services such as telephones, intergovernmental mail and messenger services, and customer service.

## INFORMATION AND COMPUTER SYSTEMS BRANCH

ATT GEN 10

18 King St. E., 5th Flr.  
Toronto M5C 1C5  
416-965-0467

Provides a variety of systems development services related to the application of data processing and manual information systems. Assists the Ministry's program delivery areas through project management, feasibility studies and systems analysis, design and programming, including evaluation of computer software and hardware alternatives. Provides data collection and dissemination services to the Ministry.

## NATIVE COURT WORKER PROGRAM

ATT GEN 11

Ontario Federation of Indian Friendship Centres  
234 Eglinton Ave. E.  
Toronto M4P 1K5  
416-484-1411

The Native Court Worker Program was initiated in 1972 by the Province of Ontario and the federal government to meet the needs of **Native peoples** who may be at a disadvantage when appearing before the **courts**. The **Ontario Federation of Indian Friendship Centres** is responsible for operating the program in 27 court worker offices throughout the province. To locate a court worker, contact the nearest Indian or Native Friendship Centre.

## HUMAN RESOURCES BRANCH

ATT GEN 12

18 King St. E., 14th Flr.  
Toronto M5C 1C5  
416-965-2552

The Human Resources Branch is responsible for the development, coordination, and administration of the full range of **personnel** services within the Ministry of the Attorney General. It is responsible for the establishment of Ministry personnel policies and procedures, the establishment of appropriate classification and compensation levels, staff recruitment, training and development, employee counselling, and staff relations. Maintains the Ministry's personnel records, and provides liaison between the Ministry and the Civil Service Commission, and the Ontario Public Service Employees Union (OPSEU). Administers **The Blind Persons' Rights Act**: **blind** persons shall not be denied **accommodation**, services or facilities or experience **discrimination** because they keep or are accompanied by a guide **dog**. The branch issues an identification card with a picture of the **blind** person and the **dog** upon successful completion of an approved training program, as proof of entitlement to the provisions of the act. Administers the **Justice of the Peace**, **Notary Public**, and **Commissioners** for taking **Affidavits** appointments programs (965-2848).

## PROGRAM ANALYSIS AND IMPLEMENTATION BRANCH

ATT GEN 13

18 King St. E., 5th Flr.  
Toronto M5C 1C5  
416-965-7503

This branch provides internal coordination and conduct of program planning and implementation, particularly where there is ongoing liaison and consultation required with



central agencies of the government. Oversees the analysis and planning function of the Ministry which monitors and evaluates the effectiveness and efficiency of programs and activities. Develops submissions for central agencies in consultation with operating branches.

Assists **royal commissions** and **judicial inquiries** with logistical and administrative support and advises them on administration and operational guidelines.

Other responsibilities include drafting, coordinating and processing all Orders-in-Council and Regulations for the Ministry and administering the **Public Institutions Inspection Act**.

Operates the Ministry **library** (965-4714) and **reading room** which provides public access to all Ministry publications, statutes, regulations and most manuals.

## COURTS ADMINISTRATION DIVISION

### COURTS ADMINISTRATION PROGRAM

ATT GEN 14

10 King St. E., 7th Flr.  
Toronto M5C 1C5  
416-965-5184

Courts Administration Program manages the Civil and Criminal **courts** in Ontario and is involved with the implementation of **French language services** in Ontario **courts**. Ensures the provision of adequate **administrative services** to **county** and **district courts**, **Surrogate Court** and **Supreme Court of Ontario** offices, including direction to **sheriffs**, court registrars and clerks (965-1524). Manages **small claims courts** and provides direction to **small claims courts** bailiffs and clerks (965-7945). Manages provincial (criminal and family) court offices (965-0916). Provides **courts** and office **accommodation** planning (965-8453). Handles court **reporting** services (965-2399).

### PROVINCIAL COURTS OFFICE DEFAULTED FINES CONTROL CENTRE

ATT GEN 15

60 Queen St. W., Rm. 19  
Old City Hall  
Toronto M5H 2M4  
416-965-9012

The **Defaulted Fines Control Centre** monitors court orders suspending **drivers' licences** for non-payment of **fin**es under the **Highway Traffic Act** and provides information about the fine(s) which caused the suspension and procedures to clear it. The Centre may be contacted by telephone in Toronto at 965-9012 or by writing to the above address. The Centre is not involved with traffic fines for drivers whose licences have not yet been suspended due to non-payment; for this information, contact the appropriate Provincial Offences Court (same address as the local Provincial Court, Criminal Division) listed under the Ministry of the Attorney General, Ontario Courts, ATT GEN 41.

## CRIMINAL LAW DIVISION

### DIRECTOR OF CROWN ATTORNEYS

ATT GEN 16

18 King St. E., 18th Flr.  
Toronto M5C 1C5  
416-965-5879

The Director of Crown Attorneys supervises and coordinates the activities of the **crown**

**attorneys** in the 49 counties and districts of the province (listed under Ministry of the Attorney General, Ontario Courts, ATT GEN 41). The Director provides consultation with crown attorneys on particular **criminal** matters and is responsible for the hiring of crown attorneys' staff.

#### CROWN ATTORNEYS SYSTEM 416-965-5879

ATT GEN 17

The crown attorneys are responsible for the conduct of **prosecutions** of **offences** in their county or district under the **Criminal Code of Canada** and other federal statutes such as the **Juvenile Delinquents Act**. They also conduct **prosecutions** under such provincial statutes as the **Highway Traffic Act** and the **Liquor Licence Act**. The crown attorneys and their assistants exercise the Attorney General's discretionary powers with respect to prosecutions. They choose the appropriate charge on which to proceed, consider the release of prisoners pending **trial**, and conduct **trials** at all levels of court.

The crown attorneys also watch over private summary conviction **prosecutions** and intervene if the interests of the community require it. They represent the Crown in all summary conviction appeals held in the county or district courts. The crown attorneys act as counsel to the **coroners** during **inquests** and advise and inform the **police**, **lawyers** and the public on general matters related to the administration of justice.

The crown attorneys are also **clerks of the peace**. Clerks of the peace act as clerk of the **county court judge's criminal courts** and **courts of general sessions of the peace**. They retain court **exhibits** prior to trial; certify court **documents**; retain **indictments** and other court **records**; prepare **court orders** and **subpoenas**; prepare **probation** orders; examine applicants for **licences** for **bailiffs** and assistant bailiffs; prepare **bail estreat** lists and resulting **writs** of **fifa**; hold **bail monies** for disposition; investigate complaints against **bailiffs** and report results to the Registrar of Bailiffs at the Ministry of Consumer and Commercial Relations; and collect **fin**es imposed in the county courts.

Crown attorneys are listed in alphabetical order by county or district under the Ministry of the Attorney General, Ontario Courts entry, ATT GEN 41.

#### CROWN LAW OFFICE CRIMINAL LAW 18 King St. E., 16th Flr. Toronto M5C 1C5 416-965-0650

ATT GEN 18

This office is responsible for the preparation and argument of all **criminal appeals** in indictable offences in the province, whether the Crown is the respondent or the appellant. Conducts special **prosecutions**. The branch deals with the judiciary, crown attorneys, police and the public.

#### METRO TORONTO FORENSIC SERVICE 1001 Queen St. W. Toronto M6J 1H4 416-535-8501

ATT GEN 19

Metro Toronto Forensic Service (METFORS) performs **psychiatric** assessments of persons who have been arrested due to alleged **criminal** offences and are suspected of being **mentally ill**. Examinations are ordered primarily by the Provincial Court, Criminal Division and conducted usually prior to bail. Also assesses and treats those persons who have demonstrated signs of mental illness while in jail awaiting trial. **METFORS** is funded by



the Ministry of the Attorney General, staffed by professionals in the field and run by a board of representatives from the **Clarke Institute of Psychiatry** and the Ministries of the Attorney General, Health and Correctional Services. Located at 1001 Queen St. W., it primarily serves courts within the Judicial District of York; at times some cases are accepted from elsewhere.

#### RACIAL ATTACK ADVICE SERVICE

ATT GEN 20

18 King St. E., 16th Flr.  
Toronto M5C 1C5  
416-366-3080

**Racial Attack Advice Service** provides advice by telephone to victims of racially-motivated **criminal offences**, including physical **assaults** where the police have not laid charges. Lawyers inform callers of their right to lay charges and the procedure to follow.

#### CIVIL LAW DIVISION

##### LEGAL SERVICES BRANCH

ATT GEN 21

18 King St. E., 18th Flr.  
Toronto M5C 1C5  
416-965-2535

Legal Services Branch is responsible for provision of **lawyers** to the ministries of the Ontario government. Coordinates and assists in general legal advice to these ministries. This office also functions as Chief Inquiry Officer under the **Expropriations Act**, appointing and providing liaison with inquiry officers throughout the Province who hear concerns from the public on specific **expropriation** cases.

##### CROWN LAW OFFICE

ATT GEN 22

##### CIVIL LAW

18 King St. E., 17th Flr.  
Toronto M5C 1C5  
416-965-2831

Provides the Ontario Government with civil **litigation** in all levels of courts, boards and tribunals. Provides professional advice and legal opinions to all government ministries, agencies and tribunals on a variety of subjects involving interpretation of provincial **legislation**. Examines applications for **judicial review** to determine if an intervention will be made on behalf of the Attorney General. Deals with claims for and against the Crown. Answers inquiries from the public on statutes administered by this Ministry. Acts for the **Queen's Proctor** in **divorce** matters.

##### CROWN LAW OFFICE CONSTITUTIONAL LAW

ATT GEN 23

18 King St. E., 17th Flr.  
Toronto M5C 1C5  
416-965-6271

Advises all ministries on **constitutional** questions and reviews all **litigation** in Ontario courts and in the Supreme Court of Canada in which constitutional questions are raised. Where advisable, division counsel appear in such litigation to represent the Attorney General as a party or intervenor, or to represent the concerned ministry.

## FAMILY LAW REFORM ACT

ATT GEN 24

**Family Law Reform Act** is intended to encourage and strengthen the role of the family in Ontario. It recognizes marriage as an equal partnership with each partner entitled to equitable division of assets and having equal responsibilities for the **support** of family dependents. The Act extends the rights and obligations of spousal **support** and child custody to certain couples who have cohabited in common law unions. Those who want to make their own arrangements and to opt out of the scheme proposed by the Act may enter into domestic **contracts**. Copies of a pamphlet and a booklet with some detailed explanation of the law, including a copy of the Act, are available from the Ontario Government Bookstore at 880 Bay St., Toronto, or by writing to the Publications Centre, 880 Bay St., Toronto, Ontario, M7A 1N8 (see entry MGS 30).

## CHILDREN'S LAW REFORM ACT

ATT GEN 25

**Children's Law Reform Act**, expanded by a major amendment in 1982, abolishes the legal concept of illegitimacy from the law of Ontario. It also permits interested persons to seek out declaratory judgments of parentage and it contains general evidentiary rules for the establishment of paternity. The major addition in 1982 deals with the guardianship of **children's** estates, the custody of and access to **children** and the international enforcement of custody orders.

## OFFICIAL GUARDIAN BRANCH

ATT GEN 26

180 Dundas St. W.  
Toronto M5G 1E4  
416-965-1865

The **Official Guardian** represents the civil rights of persons under a legal disability usually **children** under 18 years of age or the **mentally incompetent**, as well as **unborn** and absentee persons. The Official Guardian also makes recommendations to the Court regarding the care, custody and maintenance of **children** in **divorce** cases, and provides legal representation for children in protection and custody cases.

## PUBLIC TRUSTEE BRANCH

ATT GEN 27

145 Queen St. W.  
Toronto M5H 2N8  
416-362-1331

The **Public Trustee Branch** manages **estates** of **mentally incompetent** persons (mainly those in **psychiatric** hospitals and facilities for the **developmentally handicapped**). The Public Trustee may be appointed administrator of **estates** of Ontarians who die **intestate** without adult next-of-kin in Ontario and may manage such an estate as would a private trustee. The Public Trustee may also be appointed executor under a will. The Public Trustee is authorized to accept private trusts, powers of attorney, etc.. Advises **charitable organizations** of legacies from **wills** and reviews operations of charities. Receives in trust assets of **corporations** undergoing dissolution. Authorized to receive funds in trust for perpetual care of **cemeteries**.



## COURTS

## SUPREME COURT OF ONTARIO

ATT GEN 28

130 Queen St. W.  
 Toronto M5H 2N5  
 416-363-4101

The **Supreme Court of Ontario** consists of two divisions: the **High Court of Justice**, the trial division, and the **Ontario Court of Appeal**, which hears only **appeals** and is the highest court in the Province. With certain exceptions, parties before the High Court may demand a trial by judge and jury. The **Divisional Court** is a division of the High Court with jurisdiction to hear certain **appeals**. The **Family Law Division** of the High Court (965-7418) handles **trials** of **divorce** actions and motions relating to disputes between husband and wife or parents and **children**, e.g., infant custody maintenance and/or **support**. There is a local office of the Supreme Court in every county or district (see list under the Ontario Courts entry, Ministry of the Attorney General, ATT GEN 41). The Divisional Court and Court of Appeal sit primarily in Toronto.

## SUPREME COURT OF ONTARIO

ATT GEN 29

## MASTER'S OFFICE

145 Queen St. W.  
 Toronto M5H 2N7  
 416-965-5578

The **masters** are judicial officers of the **Supreme Court of Ontario** who have jurisdiction to consider certain applications in proceedings in the Supreme Court. One of their tasks is the taxing or reviewing of lawyers' bills. Clients wanting to challenge fees charged by **lawyers** must go, with a copy of the bill, to the Supreme Court of Ontario within 30 days of receiving the bill or ask a judge for a time-extension. If the complaint is justified, the judge will issue an order to have the bill taxed. To initiate proceedings or launch **appeals** of a taxing officer's decision, contact: in Toronto, Weekly Court, Supreme Court, 145 Queen St. W., Toronto M7H 2N7, 965-5541; in Ottawa, Master, Supreme Court, 2 Daly Ave., Ottawa K1N 6E2, 613-566-3702; in other areas, the Local Registrar of the Supreme Court of Ontario (listed under Ontario Courts, Ministry of the Attorney General, ATT GEN 41).

## SUPREME COURT OF ONTARIO

ATT GEN 30

## LOCAL REGISTRAR'S OFFICE

145 Queen St. W.  
 Toronto M5H 2N9  
 416-965-5544

Supreme Court of Ontario **Local Registrar's Office**, Judicial District of York handles inquiries regarding cases commenced in this district. Listing of **divorce** cases for **trials**, contact 965-7419; for **bankruptcy**, contact 965-5573; for other cases, contact 965-7416. The Office provides certified copies of court **documents**, e.g., final **divorce** decree (965-5563). Outside this judicial district contact the local Supreme Court Registrar of that county or district. Although divorce and bankruptcy cases are filed with the Supreme Court of Ontario, these are governed by federal laws, the Canada Divorce Act and the Canada Bankruptcy Act, respectively. Questions about legal rights or requests for advice should be referred to a lawyer.

SUPREME COURT OF ONTARIO  
REPORTERS' OFFICE  
500 University Ave., Ste. 716  
Toronto M5G 1W4  
416-965-2824

ATT GEN 31

Supreme Court of Ontario **Reporters' Office** supplies shorthand reporters who provide verbatim **reporting** services for the sittings of all **trials** in the Supreme Court of Ontario throughout the Province. Also provides written **transcripts** of proceedings. With rare exceptions, court transcripts are available to anyone, for a fee. The Reporters' Office serves only the Supreme Court of Ontario; lower courts have their own staff.

SURROGATE COURT  
361 University Ave.  
Toronto M5G 1X9  
416-965-7314

ATT GEN 32

**Surrogate Court** probates **wills** of persons who die testate (with a will), and letters of administration of persons who die **intestate** (without a will). Issues letters of **guardianship** of persons and/or the **estates** of **children**. Processes applications for the custody of **children**. The Surrogate Court also handles contested claims against **estates**, will **trials**, applications under the **Succession Law Reform Act** and **Proof in Solemn Form of Lost Wills**. Contact local Surrogate Court Registrar listed alphabetically by county or district under the Ontario Courts entry, Ministry of the Attorney General, ATT GEN 41.

COUNTY AND DISTRICT COURTS  
400 University Ave.  
Toronto M5G 1S5

ATT GEN 33

**County and district courts** have jurisdiction in both **criminal** cases and civil cases, including **divorce**. In civil cases any amount in excess of \$1000 (\$3000 in Metro Toronto) may be claimed but the defendant can ask that the action be moved into the **Supreme Court of Ontario** if the amount is over \$15000. Statutes under which the courts handle proceedings include: **Landlord and Tenant Act**, **Change of Name Act**, **Unconscionable Transactions Relief Act** (excessive cost of loans) and **Mental Incompetency Act**. Persons rarely appear without legal counsel. In many cases either party may require trial by judge and **jury**. **Criminal** jurisdiction involves handling of **trials**, with or without **jury**, of all indictable offences with the exception of murder, piracy on the high seas and sedition.

**Sheriffs** in judicial districts and counties carry out the **orders** of the county and Supreme courts of Ontario and summon jurors for **jury** duty in these courts. They register and execute **writs** of execution (*fieri facias* or *fifa*) and serve **documents** on behalf of members of the legal profession and the public. Sheriffs also call the court to order and are in charge of the **county court house** (e.g., maintenance, security, etc.).

To locate a county or district court, see list under Ontario Courts, Ministry of the Attorney General, ATT GEN 41. In the list, county and district courts are headed 'Sheriff-County (or District) Court' and are arranged alphabetically by county or district.



PROVINCIAL COURTS  
CRIMINAL DIVISION  
60 Queen St. W.  
Toronto M5H 2M4

ATT GEN 34

The Provincial Courts (Criminal Division) are presided over by judges appointed by the Lieutenant-Governor-in-Council. The Provincial Court (Criminal Division) renders the final disposition in approximately 95% of all cases under the **Criminal Code of Canada** and other federal statutes.

A person accused of an indictable offence which is not in the absolute jurisdiction of a judge of the Provincial Court and not one customarily tried before the Supreme Court of Ontario may elect to be tried before a Provincial Court judge or before a county or district court judge sitting either alone or with a jury. For **bail** procedures to release a person from custody, contact a justice of the peace of the appropriate court branch, or in Toronto, the Bail Office, at 965-7522.

Civil **marriages** are performed by justices of the peace and judges by special appointment only. In Toronto, civil marriages are performed Monday to Friday, appointments to be made in person and in advance (965-7227).

The Provincial Court (Criminal Division) holds sittings on a regular basis at approximately 149 locations throughout the Province; a list showing the Court addresses and telephone numbers appears under Ministry of the Attorney General, Ontario Courts, ATT GEN 41.

PROVINCIAL COURTS  
PROVINCIAL OFFENCES COURT

ATT GEN 35

The Provincial Offences Court was created by an amendment to the **Provincial Courts Act** effective March 31, 1980. This court is presided over by provincial judges and justices of the peace who render the final disposition in respect of **offences** under the Statutes of Ontario and **municipal** by-laws, excluding parking infractions.

The **Provincial Offences Act** replaces the **Summary Convictions Act** for the prosecution of all provincial offences, (e.g., those under the **Highway Traffic Act**) and municipal by-laws, excluding parking infractions. This Act provides a procedure for dealing with minor offences. The person charged may choose one of three options: a payment out of court, a plea of not guilty, or a plea of guilty with explanation. The Act also provides for proceedings to be brought to court for more serious offences. Parking infractions continue under the Summary Convictions Act (for the present).

For questions about payment of **parking** tags issued by municipal police, contact the police directly since payment procedures vary throughout the province. Parking tags issued by the Metro Toronto Police are payable at any court office in Metro, or any bank in the province.

For inquiries on payment of **fines** following conviction and **driver's licence** suspension for non-payment of fines, call the Provincial Court, Criminal Division; in Toronto, call 965-7537.

The Provincial Offences Court holds sittings on a regular basis at approximately 149 locations throughout the Province. Addresses are the same as for the Provincial Courts (Criminal Division) and are listed under Ministry of the Attorney General, Ontario Courts, ATT GEN 41.

## PROVINCIAL COURTS

ATT GEN 36

## FAMILY DIVISION

Chief Judges' Office

700 Bay St.

Toronto M5G 1Z6

416-965-3214

**Provincial Courts (Family Division)** deal with domestic relations law (custody of **children**, **support** orders for spouses, infants and destitute parents, and guardianship of children's estates); child welfare (child protection and **adoption**); and **juvenile delinquency** (children between 7 and 16 years of age charged with **criminal** or regulatory offences). Provincial Judges who ordinarily preside over the Provincial Courts (Family Division) reconstitute their Courts as the **Provincial Courts (Criminal Division)** to try various intra-familial crimes (e.g., **incest**, family assaults).

Child protection proceedings are usually initiated by local children's aid societies. Police usually lay charges of **juvenile delinquency**, but any private citizen may lay a charge and prosecute.

There is a court in each county, district or judicial district, except for the Judicial District of Hamilton-Wentworth (see next entry, Unified Family Court, ATT GEN 37). See list under Ontario Courts, Ministry of the Attorney General, ATT GEN 41.

## UNIFIED FAMILY COURT

ATT GEN 37

Judicial District of Hamilton-Wentworth

100 James St. S.

Hamilton L8P 2Z3

416-525-1550

The Unified Family Court, Judicial District of Hamilton-Wentworth, was established in 1977 in response to the recommendations of the federal and Ontario law reform commissions and as a pilot project for the future development of this court in other areas of Ontario. Replacing the former Provincial Court (Family Division) of Hamilton-Wentworth, the Unified Family Court has exclusive, original jurisdiction over family matters as set out in the Unified Family Court Act, 1976. It is designed as a remedy to problems, assumed to be caused by the existing court system, by unifying the exercise of jurisdiction in all **family law** matters in one court. Its objectives relate to the interests of individual families and the state. For families the system aims to reduce feelings of confusion in the legal resolution of disputes; to reduce costs of resolving disputes through the court; to reduce delay and inconvenience; and to provide families with a resolution which is comprehensive, equitable, understandable and durable. For the state the system aims to reduce court, legal and welfare costs in the resolution of family disputes; to preserve and strengthen the family by helping spouses accept their responsibilities; and to promote conditions which encourage respect for the law and the courts.

## PROVINCIAL COURTS

ATT GEN 38

## CIVIL DIVISION

Judges' Chambers

400 University Ave., 25th Flr.

Toronto M5G 1S8

416-965-3715

**Provincial Courts (Civil Division)** replaces the **small claims** court in Toronto. Claims up



to \$3000, exclusive of interest, may be entered in this court. Disputed matters up to \$500 are heard in the evenings. For information on small claims courts in other parts of the province, see the Ministry's Small Claims Courts entry, ATT GEN 39.

#### SMALL CLAIMS COURTS

ATT GEN 39

Judges' Chambers

400 University Ave., 25th Flr.

Toronto M5G 1S8

416-965-3715

**Small Claims Courts** provide a convenient and inexpensive way of settling disputes over goods and services and collecting outstanding **debts** involving claims of up to \$1000 exclusive of interest. Procedures are informal; lawyers are not required although their services may be used. Court staff may assist in entering or defending a claim. (In Toronto, the **Provincial Courts, Civil Division**, is replacing the small claims court at present. See entry ATT GEN 38.) The small claims courts are listed alphabetically by county or district under the Ontario Courts entry, Ministry of the Attorney General, ATT GEN 41.

#### SMALL CLAIMS COURTS REFEREES

ATT GEN 40

Judicial District of York & York Region

College Park, 444 Yonge St., Rm. 257

Toronto M5B 2H4

416-965-5591

**Referees of the Small Claims Courts** assist people with counselling on problems with **debts**, particularly with **summonses** and **garnishments**. Those wanting this service must telephone for an appointment and bring complete information regarding income, expenses, debts and creditors.

There is a small claims court referee in each of the following judicial districts or counties: Algoma (located in Elliot Lake and Sault Ste. Marie), Cochrane (Timmins), Essex (Windsor), Hamilton-Wentworth (Hamilton), Kenora (Dryden), Ottawa-Carleton (Ottawa), Middlesex (London), Sudbury (Sudbury), Thunder Bay (Thunder Bay), Timiskaming (Haileybury) and York and York Region (Toronto). To provide better service to the public in Metro Toronto, the small claims court referee service has been decentralized. In addition to the referee at the College Park location, there are referees at the Etobicoke, North York and Scarborough Small Claims Courts. For addresses and telephone numbers, see small claims court listings under Ontario Courts, Ministry of the Attorney General, ATT GEN 41.

#### ONTARIO COURTS

ATT GEN 41

Ontario is administratively divided into judicial counties or districts. Below is a list of courts, grouped by the judicial counties or districts in which they are located. Courts are also listed in the blue pages of all telephone directories. If long distance ask operator for appropriate Zenith number.

## ALGOMA DISTRICT

*Provincial Court (Criminal)*  
P.O. Box 187  
**Bruce Mines P0R 1C0**  
705-785-3767  
Zenith 81930

*Provincial Court (Criminal)*  
14 Oakland Blvd.  
**Elliot Lake P5A 2T1**  
705-848-2500  
Zenith 81930

*Eighth Small Claims Court*  
Small Claims Court Referee  
10 West Cul de Sac  
**Elliot Lake P5A 1B2**  
705-848-2383  
Zenith 89000

*Crown Attorney*  
Court House  
**Sault Ste. Marie P6A 5M8**  
705-949-4440  
Zenith 61130

*Sheriff-District Court*  
Court House  
P.O. Box 550  
**Sault Ste. Marie P6A 5M8**  
705-253-3261  
Zenith 30490

*Local Registrar-Supreme Court*  
*District Court Clerk*  
*Surrogate Registrar*  
Court House  
**Sault Ste. Marie P6A 5M8**  
705-254-6911  
For toll-free number, see  
blue pages in telephone directory

*Provincial Court (Criminal)*  
Court House, P.O. Box 550  
**Sault Ste. Marie P6A 1Z7**  
705-254-6897  
Zenith 81930

*Provincial Court (Family)*  
Court House, P.O. Box 550  
473 Queen St. E., Ste. 100  
**Sault Ste. Marie P6A 1Z5**  
705-253-3288  
Zenith 20650

*First Small Claims Court*  
Small Claims Court Referee  
Court House  
**Sault Ste. Marie P6A 5M8**  
705-253-5141  
Zenith 89000

*Third Small Claims Court*  
180 Water St.  
**Thessalon P0R 1L0**  
705-842-3220  
Zenith 89000

*Fourth Small Claims Court*  
42 Superior Ave.  
**Wawa P0S 1K0**  
705-856-7079  
Zenith 89000

## BRANT COUNTY

*Crown Attorney*  
Court House  
**Brantford N3T 2L9**  
519-752-3704

*Local Registrar-Supreme Court*  
Court House  
**Brantford N3T 2L9**  
519-752-7828

*Sheriff-County Court*  
Court House  
**Brantford N3T 2L9**  
519-752-5941

*Provincial Court (Criminal)*  
102 Wellington Sq.  
**Brantford N3T 2M2**  
519-753-3121



*Provincial Court (Family)*  
 City Hall, 2nd Flr.  
 100 Wellington Sq.  
**Brantford N3T 2M2**  
 519-752-6559

*First Small Claims Court*  
 34 Market St.  
**Brantford N3T 2Z5**  
 519-753-0451

## **BRUCE COUNTY**

*Fifth Small Claims Court*  
 Box 1621  
**Port Elgin N0H 2C0**  
 519-832-2253  
 Zenith 89000

*Crown Attorney*  
 Court House  
 P.O. Box 460  
**Walkerton N0G 2V0**  
 519-881-0432  
 Zenith 61130

*Sheriff-County Court*  
 Court House  
**Walkerton N0G 2V0**  
 519-881-1772  
 Zenith 30490

*Local Registrar-Supreme Court*  
*County Court Clerk*  
*Surrogate Registrar*  
 Court House  
**Walkerton N0G 2V0**  
 519-881-0211  
 Zenith 71040

*Provincial Court (Criminal & Family)*  
 P.O. Box 39  
**Walkerton N0G 2V0**  
 519-881-2333  
 Zenith 81930

*First Small Claims Court*  
 Court House  
 Box 430  
**Walkerton N0G 2V0**  
 519-881-0211  
 Zenith 71040

*Eighth Small Claims Court*  
 Box 514  
**Warton N0H 2T0**  
 519-534-1714  
 Zenith 89000

## **COCHRANE DISTRICT**

*Sheriff-County Court*  
 Court House  
**Cochrane P0L 1C0**  
 705-272-4256  
 Zenith 30490

*Local Registrar-Supreme Court*  
*District Court Clerk*  
*Surrogate Registrar*  
 P.O. Box 638  
**Cochrane P0L 1C0**  
 705-272-4186  
 Zenith 71040

*Provincial Court (Criminal & Family)*  
 P.O. Box 2069  
**Cochrane P0L 1C0**  
 705-272-4358  
 Zenith 81930

*First Small Claims Court*  
 Box 368, 213-13th Ave.  
**Cochrane P0L 1C0**  
 705-272-4151  
 Zenith 89000

*Sixth Small Claims Court*  
 Box 369  
**Iroquois Falls P0K 1E0**  
 705-232-4374  
 Zenith 89000

*Crown Attorney*  
No. 2, Drury St.  
**Kapuskasing P5N 1K8**  
705-335-6184  
Zenith 61130

*Fourth Small Claims Court*  
Box 182  
22 Hill St.  
**Kapuskasing P5N 2Y3**  
705-335-6383  
Zenith 89000

*Crown Attorney*  
230A First Ave.  
**Timmins P4N 1H5**  
705-264-5234  
Zenith 61130

*Local Registrar-Supreme Court*  
48 Spruce St. N.  
**Timmins P4N 6M7**  
705-267-1449

*Provincial Court (Criminal)*  
The 101 Mall, Ste. 125  
38 Pine St. N.  
**Timmins P4N 6K6**  
705-264-2376  
Zenith 81930

*Provincial Court (Family)*  
The 101 Mall, 2nd Flr.  
38 Pine St. N.  
**Timmins P4N 6K6**  
705-264-5228  
Zenith 20650

*Second Small Claims Court*  
Small Claims Court Referee  
47 Pine St. S.  
**Timmins P4N 2J9**  
705-264-3808  
Zenith 89000

## DUFFERIN COUNTY

*Crown Attorney*  
Provincial Court Office  
75 First St.  
**Orangeville L9W 2E7**  
519-941-4471

*Local Registrar-Supreme Court*  
County Court Clerk  
Surrogate Registrar  
Sheriff-County Court  
51 Zina St.  
**Orangeville L9W 1E5**  
519-941-4744

*Provincial Court (Criminal & Family)*  
75 First St., 2nd Flr.  
**Orangeville L9W 2E7**  
519-941-5802

*First Small Claims Court*  
21 First St.  
**Orangeville L9W 2C8**  
519-941-1392

*Second Small Claims Court*  
R. R. #1  
**Shelburne L0N 1S0**  
519-925-5040

## JUDICIAL DISTRICT OF DURHAM

*Provincial Court (Criminal)*  
242 King St. E.  
**Oshawa L1H 3Z8**  
416-723-5251  
Zenith 81930

*Provincial Court (Family)*  
44 Bond St. W.  
P.O. Box 2216  
**Oshawa L1G 6R2**  
416-728-1623/4  
Zenith 20650



### *Eighth Small Claims Court*

Box 474, Station A  
King & Park Plaza  
249 King St. W.  
**Oshawa L1H 7L5**  
416-723-9332  
Zenith 89000

### *Crown Attorney*

Court House  
P.O. Box 448  
605 Rossland Rd. E.  
**Whitby L1N 5S4**  
416-668-8873  
Zenith 61130

### *Sheriff-District Court*

Court House  
P.O. Box 446  
605 Rossland Rd. E.  
**Whitby L1N 5S4**  
416-668-6808  
Zenith 30490

### *Local Registrar-Supreme Court*

*County Court Clerk*  
*Surrogate Registrar*  
Court House  
P.O. Box 447  
605 Rossland Rd. E.  
**Whitby L1N 5S4**  
416-668-8845  
Zenith 71040

### *First Small Claims Court*

306 Dundas St. W., 2nd Flr  
P.O. Box 386  
**Whitby L1N 2M7**  
416-668-3624  
Zenith 89000

### *Third Small Claims Court*

8 Brock St. W., P.O. Box 340  
**Uxbridge L0C 1K0**  
416-852-7113  
Zenith 89000

## ELGIN COUNTY

### *Crown Attorney*

Administration of Justice Bldg.  
30 St. Catharines St.  
**St. Thomas N5P 2V8**  
519-631-1506  
Zenith 61130

### *Local Registrar-Supreme Court*

*County Court Clerk*  
*Surrogate Registrar*  
*Sheriff-County Court*  
Court House  
4-8 Wellington St.  
**St. Thomas N5R 2P2**  
519-631-3530  
Zenith 71040

### *Provincial Court (Criminal)*

P.O. Box 267  
**St. Thomas N5P 3T9**  
519-633-1230  
Zenith 81930

### *Provincial Court (Family)*

P.O. Box 327  
**St. Thomas N5P 3T9**  
519-633-2160/69  
Zenith 20650

### *First Small Claims Court*

2 Wellington St.  
**St. Thomas N5R 2P2**  
519-631-1241  
Zenith 89000

## ESSEX COUNTY

### *Second Small Claims Court*

1389 Front Road S.  
**Amherstburg N9V 2M5**  
519-736-2667

### *Third Small Claims Court*

16 Main St. E.  
**Kingsville N9Y 1A2**  
519-733-2633  
Zenith 89000

*Crown Attorney*  
Ste. 610, West Court Place  
251 Goyeau St.  
**Windsor N9A 6V2**  
519-253-1104  
Zenith 61130

*Sheriff-County Court*  
County Court House  
245 Windsor Ave.  
**Windsor N9A 1J2**  
519-252-7209  
Zenith 30490

*Local Registrar-Supreme Court*  
*County Court Clerk*  
*Surrogate Registrar*  
Court House  
245 Windsor Ave.  
**Windsor N9A 1J2**  
519-254-1159  
Zenith 71040

*Provincial Court (Criminal)*  
P.O. Box 607  
**Windsor N9A 6N4**  
519-254-2591  
Zenith 81930

*Provincial Court (Family)*  
250 Windsor Ave., 4th Flr.  
**Windsor N9A 6V5**  
519-254-2871  
Zenith 20650

*Seventh Small Claims Court*  
744 Ouellette Ave.  
**Windsor N9A 1C3**  
519-258-8751

## FRONTENAC COUNTY

*Crown Attorney*  
Court House  
**Kingston K7L 2N4**  
613-548-6220  
Zenith 61130

*Sheriff-County Court*  
Court House  
**Kingston K7L 2N4**  
613-547-2232  
Zenith 30490

*Local Registrar-Supreme Court*  
*County Court Clerk*  
*Surrogate Registrar*  
Court House  
**Kingston K7L 2N4**  
613-547-2283  
Zenith 71040

*Provincial Court (Criminal)*  
P.O. Box 400  
181 Barrie St.  
**Kingston K7L 4W2**  
613-548-6200  
Zenith 81930

*Provincial Court (Family)*  
P.O. Box 981  
469 Montreal St.  
**Kingston K7L 4X8**  
613-547-2223  
Zenith 20650

*First Small Claims Court*  
Court House  
**Kingston K7L 2N4**  
613-547-2231  
Zenith 89000

*Sixth Small Claims Court*  
**Sharbot Lake K0H 2P0**  
613-279-2607  
Zenith 89000

## GREY COUNTY

*Second Small Claims Court*  
R.R. #3, Box 103  
**Durham N0G 1R0**  
519-369-3505  
Zenith 89000



*Third Small Claims Court*  
Box 632  
**Meaford N0H 1Y0**  
519-538-3618

*Crown Attorney*  
Court House  
595 9th Ave. E.  
**Owen Sound N4K 3E3**  
519-376-3199  
Zenith 61130

*Sheriff-County Court*  
Court House  
595 9th Ave. E.  
**Owen Sound N4K 3E3**  
519-376-7535  
Zenith 30490

*Local Registrar-Supreme Court*  
*County Court Clerk*  
*Surrogate Registrar*  
Court House  
595 9th Ave. E.  
**Owen Sound N4K 3E3**  
519-376-1461  
Zenith 81930

*Provincial Court (Criminal)*  
1133 2nd Ave. E.  
P.O. Box 233  
**Owen Sound N4K 5P3**  
519-376-0185  
Zenith 81930

*Provincial Court (Family)*  
P.O. Box 206  
**Owen Sound N4K 5P3**  
519-371-1313  
Zenith 20650

*First Small Claims Court*  
880 2nd Ave. E.  
**Owen Sound N4K 2H3**  
519-376-6659

## JUDICIAL DISTRICT OF HALDIMAND

*Local Registrar-Supreme Court*  
*County Court Clerk*  
*Surrogate Registrar*  
*Sheriff-District Court*  
Court House  
Box 70  
**Cayuga N0A 1E0**  
416-772-5352  
Zenith 71040

*Provincial Court (Criminal & Family)*  
P.O. Box 399  
**Cayuga N0A 1E0**  
416-772-3818  
Zenith 20650 (Family)  
Zenith 81930 (Criminal)

*Crown Attorney*  
Court House  
Munsee St.  
**Cayuga N0A 1E0**  
416-772-5043  
Zenith 61130

*Third Small Claims Court*  
Court House  
Box 58, 55 Munsee St.  
**Cayuga N0A 1E0**  
416-772-3403  
Zenith 89000

## JUDICIAL DISTRICT OF HALTON

*Provincial Court (Criminal)*  
760 Brant St.  
**Burlington L7R 4B7**  
416-632-8811

*Sixth Small Claims Court*  
548 Locust St., Box 384  
**Burlington L7R 3Y3**  
416-632-0680

*Crown Attorney*  
Court House  
491 Steeles Ave. E.  
**Milton L9T 1Y7**  
416-878-7291

*Sheriff-District Court*  
Court House  
491 Steeles Ave. E.  
**Milton L9T 1Y7**  
416-878-7285

*Local Registrar-Supreme Court*  
*County Court Clerk*  
*Surrogate Registrar*  
Court House  
491 Steeles Ave. E.  
**Milton L9T 1Y7**  
416-878-7281

*Provincial Court (Family)*  
Court House  
491 Steeles Ave. E.  
**Milton L9T 1Y7**  
416-878-7268

*Provincial Court (Criminal)*  
491 Steeles Ave. E.  
**Milton L9T 1Y7**  
416-878-4165

*First Small Claims Court*  
Court House  
491 Steeles Ave. E.  
**Milton L9T 1Y7**  
416-878-6771

*Provincial Court (Criminal)*  
P.O. Box 97  
**Oakville L6J 4Z5**  
416-845-6601

*Second Small Claims Court*  
225 Church St.  
**Oakville L6J 1N4**  
416-845-7941

**JUDICIAL DISTRICT OF HAMILTON-  
WENTWORTH**

*Crown Attorney*  
Court House  
50 Main St. E.  
**Hamilton L8N 1E9**  
416-528-8774

*Sheriff-District Court*  
Court House  
50 Main St. E.  
**Hamilton L8N 1E9**  
416-522-1318

*Local Registrar-Supreme Court*  
*County Court Clerk*  
*Surrogate Registrar*  
Court House  
50 Main St. E.  
**Hamilton L8N 1E9**  
416-528-6708

*Provincial Court (Criminal)*  
125 Main St. E.  
**Hamilton L8N 1G4**  
416-525-1840

*County & District Courts*  
*Unified Family Courts*  
100 James St. S.  
**Hamilton L8P 2Z3**  
416-525-1550/51/52/59

*First Small Claims Court*  
P.O. Box 680  
140 Hunter St. E.  
**Hamilton L8N 3M6**  
416-522-9063

**HASTINGS COUNTY**

*Twelfth Small Claims Court*  
Box 36  
**Bancroft K0L 1C0**  
613-332-3237

*Crown Attorney*  
235 Pinnacle St.  
**Belleville K8N 3A9**  
613-962-0772  
Zenith 61130



*Local Registrar-Supreme Court  
County Court Clerk  
Surrogate Registrar  
Sheriff-County Court*  
235 Pinnacle St.  
**Belleville K8N 3A9**  
613-962-9106  
Zenith 71040

*Provincial Court (Criminal)*  
15 Victoria Ave., 1st Flr.  
**Belleville K8N 1Z5**  
613-962-3468  
Zenith 81930

*Provincial Court (Family)*  
Century Place  
Ste. 402, P.O. Box 906  
**Belleville K8N 5B6**  
613-968-6759  
Zenith 20650

*First Small Claims Court*  
117 Front St.  
**Belleville K8N 2Y6**  
613-962-2300

*Sixth Small Claims Court*  
108 Forsyth St.  
**Marmora K0K 2M0**  
613-472-2501  
Zenith 89000

*Ninth Small Claims Court*  
80 Division St.  
**Trenton K8V 5S5**  
613-392-1655  
Zenith 89000

## HURON COUNTY

*Crown Attorney*  
Court House  
1 Court House Sq.  
**Goderich N7A 1M2**  
519-524-9272  
Zenith 61130

*Local Registrar-Supreme Court  
County Court Clerk  
Surrogate Registrar  
Sheriff-County Court*  
Court House  
1 Court House Sq.  
**Goderich N7A 1M2**  
519-524-7322  
Zenith 71040

*Provincial Court (Criminal)*  
Court House  
1 Court House Sq.  
**Goderich N7A 1M2**  
519-524-9342  
Zenith 81930

*Provincial Court (Family)*  
Court House  
1 Court House Sq.  
**Goderich N7A 1M2**  
519-524-6742  
Zenith 20650

*First and Fifth Small Claims Courts*  
61 Hamilton St., Box 512  
**Goderich N7A 4C7**  
519-524-7112  
Zenith 89000

## KENORA DISTRICT

*Provincial Court (Criminal & Family)*  
479 Government St.  
P.O. Box 3000  
**Dryden P8N 3B3**  
807-223-2348/49

*Crown Attorney*  
479 Government St.  
P.O. Box 3000  
**Dryden P8N 3B5**  
807-223-3351

*Third Small Claims Court*  
54 Eagle Dr., Box 636  
**Dryden P8N 2C9**  
807-223-2613  
Zenith 89000

*Crown Attorney*  
Court House  
**Kenora P9N 1S4**  
807-468-8292  
Zenith 61130

*Local Registrar-Supreme Court*  
*District Court Clerk*  
*Surrogate Registrar*  
*Sheriff-District Court*  
Court House  
**Kenora P9N 1S4**  
807-468-6270  
Zenith 71040

*Provincial Court (Criminal)*  
Court House  
**Kenora P9N 1S4**  
807-468-6132  
Zenith 81930

*Provincial Court (Family)*  
Court House  
216 Water St.  
**Kenora P9N 1S4**  
807-468-3353/4  
Zenith 20650

*First Small Claims Court*  
Court House  
**Kenora P9N 1S4**  
807-468-6270  
For toll-free number see  
blue pages of telephone directory

*Fifth Small Claims Court*  
Box 226  
**Red Lake P0V 2M0**  
807-727-2767  
Zenith 89000

## KENT COUNTY

*Crown Attorney*  
Court House  
21 Seventh St., 4th Flr.  
**Chatham N7M 4K1**  
519-352-2141  
Zenith 61130

*Sheriff-County Court*  
Court House  
21 Seventh St., 3rd Flr.  
**Chatham N7M 4K1**  
519-352-7740  
Zenith 30490

*Local Registrar-Supreme Court*  
*County Court Clerk*  
*Surrogate Registrar*  
Court House  
21 Seventh St., 3rd Flr.  
**Chatham N7M 4K1**  
519-354-4450  
Zenith 71040

*Provincial Court (Criminal)*  
21 Seventh St.  
**Chatham N7M 4K1**  
519-352-9070  
Zenith 81930

*Provincial Court (Family)*  
467 St. Clair St., Box 38  
**Chatham N7M 5K1**  
519-354-3400  
Zenith 20650

*First Small Claims Court*  
21 Seventh St., Box 205  
**Chatham N7M 5K3**  
519-354-0210  
Zenith 89000

*Fifth Small Claims Court*  
437 James St.  
**Wallaceburg N8A 2N8**  
519-627-1174

## LAMBTON COUNTY

*Fifth Small Claims Court*  
1 James St., Box 327  
**Forest N0N 1J0**  
519-786-5329  
Zenith 89000



*Local Registrar-Supreme Court*  
*Crown Attorney*  
*Sheriff-County Court*  
*County Court Clerk*  
*Surrogate Registrar*  
*Court House*  
 700 Christina St. N.  
**Sarnia N7T 7N5**  
 519-337-3265  
 Zenith 71040

*Provincial Court (Criminal)*  
 P.O. Box 2017  
 700 Christina St. N.  
**Sarnia N7T 7L1**  
 519-336-8830  
 Zenith 81930

*Provincial Court (Family)*  
 P.O. Box 2628  
 700 Christina St. N.  
**Sarnia N7T 7N5**  
 519-337-8713  
 Zenith 20650

*First Small Claims Court*  
 180 Christina St. N.  
**Sarnia N7T 5T9**  
 519-337-6651

## LANARK COUNTY

*Third Small Claims Court*  
 205 Mailey Dr.  
**Carleton Place K7C 3V3**  
 613-257-5124  
 Zenith 89000

*Crown Attorney*  
*Court House*  
 43 Drummond St. E.  
**Perth K7H 1G1**  
 613-267-1900  
 Zenith 61130

*Local Registrar-Supreme Court*  
*County Court Clerk*  
*Surrogate Registrar*  
*Sheriff-County Court*  
*Court House*  
 43 Drummond St. E.  
**Perth K7H 3E2**  
 613-267-2021  
 Zenith 71040

*First Small Claims Court*  
*Court House*  
 Box 51  
**Perth K7H 3E2**  
 613-267-2021

*Provincial Court (Criminal & Family)*  
 P.O. Box 31  
**Smiths Falls K7A 4S9**  
 613-283-1906/7  
 Zenith 81930

*Fourth Small Claims Court*  
 12 Catherine St., Box 331  
**Smiths Falls K7A 4T2**  
 613-283-4420

## UNITED COUNTIES OF LEEDS & GRENVILLE

*Crown Attorney*  
*County Court House*  
**Brockville K6V 5T7**  
 613-342-2034  
 Zenith 61130

*Sheriff-County Court*  
*County Court House*  
**Brockville K6V 5T7**  
 613-345-5895  
 Zenith 30490

*Local Registrar-Supreme Court*  
*County Court Clerk*  
*Surrogate Registrar*  
*County Court House*  
**Brockville K6V 5T7**  
 613-342-2288  
 Zenith 71040

*Provincial Court (Criminal & Family)*  
75 Water St. W.  
P.O. Box 1360  
**Brockville K6V 5Y6**  
613-342-5003  
Zenith 81930

*Provincial Court (Criminal Division)*  
100 Garden St.  
Box 213  
**Gananoque K7G 1H9**  
613-382-4606

*Provincial Court (Criminal Division)*  
360 Dibble St.  
**Prescott K0E 1T0**  
613-925-4873

*First Small Claims Court*  
27 King St. E.  
**Brockville K6V 1A7**  
613-342-2833  
Zenith 89000

*Second Small Claims Court*  
146 King St. W.  
Box 1270  
**Prescott K0E 1T0**  
613-925-2717  
Zenith 89000

#### COUNTY OF LENNOX & ADDINGTON

*Eighth Small Claims Court*  
Box 51  
**Kaladar K0H 1Z0**  
613-336-8952

*Crown Attorney*  
41 Dundas St. W.  
P.O. Box 158  
**Napanee K7R 1Z5**  
613-354-2144  
Zenith 61130

*Local Registrar-Supreme Court  
County Court Clerk  
Surrogate Registrar  
Sheriff-County Court*  
97 Thomas St. E.  
**Napanee K7R 1L1**  
613-354-3845  
Zenith 71040

*Provincial Court (Criminal & Family)*  
P.O. Box 386  
41 Dundas St. W.  
**Napanee K7R 3P5**  
613-354-5450  
Zenith 81930

*First Small Claims Court*  
35 Dundas St. E., Box 51  
**Napanee K7R 1H7**  
613-354-5243  
Zenith 89000

#### MANITOULIN DISTRICT

*Local Registrar-Supreme Court  
District Court Clerk  
Surrogate Registrar  
Sheriff-District Court*  
Court House, P.O. Box 265  
**Gore Bay P0P 1H0**  
705-282-2461  
Zenith 81930 (Sheriff)  
Zenith 71040 (Supreme, County,  
Surrogate courts)

*Provincial Court (Criminal & Family)*  
District Court House  
P.O. Box 314  
**Gore Bay P0P 1H0**  
705-282-2531  
Zenith 81930

*First Small Claims Court*  
Court House  
**Gore Bay P0P 1H0**  
705-282-2461  
Zenith 89000



*Second Small Claims Court*  
Box 363  
**Little Current P0P 1K0**  
705-368-2277  
Zenith 89000

*Crown Attorney*  
Court House  
**Sudbury P3C 1T9**  
705-674-3151, Ext. 206  
For toll-free number see  
blue pages of telephone directory

## MIDDLESEX COUNTY

*Crown Attorney*  
Court House  
P.O. Box 5600, Terminal A  
**London N6A 2P3**  
519-679-7130  
Zenith 61130

*Sheriff-County Court*  
Court House  
P.O. Box 5600, Terminal A  
**London N6A 2P3**  
519-679-7140  
Zenith 71040

*Local Registrar-Supreme Court*  
*County Court Clerk*  
*Surrogate Registrar*  
P.O. Box 5600, Terminal A  
**London N6A 2P3**  
519-679-7161  
Zenith 71040

*Provincial Court (Criminal)*  
80 Dundas St. E.  
P.O. Box 5600, Terminal A  
**London N6A 2P3**  
519-679-7068  
Zenith 81930

*Provincial Court (Family)*  
P.O. Box 5600, Terminal A  
**London N6A 2P3**  
519-679-7090  
Zenith 20650

*First Small Claims Court*  
80 Dundas St. E.  
P.O. Box 5600, Terminal A  
**London N6A 2P3**  
519-679-7017

*Referee-Small Claims Court*  
Court House  
**London N6A 2P3**  
519-433-4684

*Second Small Claims Court*  
**Parkhill N0M 2K0**  
519-294-6511

*Sixth Small Claims Court*  
52 Frank St.  
**Strathroy N7G 2R4**  
519-245-1477  
Zenith 89000

## MUSKOKA DISTRICT

*Crown Attorney*  
Court House  
**Bracebridge P0B 1C0**  
705-645-2411  
Zenith 61130

*Local Registrar-Supreme Court*  
*District Court Clerk*  
*Surrogate Registrar*  
*Sheriff-District Court*  
Court House  
**Bracebridge P0B 1C0**  
705-645-8793  
Zenith 71040

*Provincial Court (Criminal)*  
P.O. Box 1110  
**Bracebridge P0B 1C0**  
705-645-9838  
Zenith 81930

*Provincial Court (Family)*  
P.O. Box 159  
**Bracebridge P0B 1C0**  
705-645-2831  
Zenith 20650

*First Small Claims Court*  
Box 1821  
**Bracebridge P0B 1C0**  
705-645-2682  
Zenith 89000

*Third Small Claims Court*  
P.O.Box 2592  
**Huntsville P0A 1K0**  
705-789-5630

**JUDICIAL DISTRICT OF NIAGARA  
NORTH**

*Fifth Small Claims Court*  
15 Main St. E., P.O. Box 293  
**Grimsby L3M 3G5**  
416-945-2756  
Zenith 89000

*Crown Attorney*  
P.O. Box 788  
**St. Catharines L2R 6Y3**  
416-685-4293  
Zenith 61130

*Sheriff-District Court*  
P.O. Box 277  
**St. Catharines L2R 6V9**  
416-685-7341  
Zenith 30490

*Local Registrar-Supreme Court  
County Court Clerk  
Surrogate Registrar*  
P.O. Box 727  
**St. Catharines L2R 6Y3**  
416-685-4284  
Zenith 71040

*Provincial Court (Criminal)*  
P.O. Box 1537  
**St. Catharines L2R 7J9**  
416-685-4856  
Zenith 81930

*Provincial Court (Family)*  
P.O. Box 536  
210 King St., 2nd Flr.  
**St. Catharines L2R 6V9**  
416-685-7142  
Zenith 20650

*Second Small Claims Court*  
P.O. Box 574, 39 Queen St.  
**St. Catharines L2R 6W8**  
416-682-1560

**JUDICIAL DISTRICT OF NIAGARA  
SOUTH**

*Provincial Court (Criminal)*  
P.O. Box 627  
**Niagara Falls L2E 6J5**  
416-354-2789  
Zenith 81930

*Fourth Small Claims Court*  
5415 Victoria Ave., Ste. 4  
**Niagara Falls L2G 3L1**  
416-356-3404  
Zenith 89000

*Crown Attorney*  
12 King St.  
**Welland L3B 3H9**  
416-732-1328  
Zenith 61130

*Sheriff-District Court*  
Court House  
102 East Main St.  
**Welland L3B 3W6**  
416-734-6284  
Zenith 30490

*Local Registrar-Supreme Court  
County Court Clerk  
Surrogate Registrar*  
Court House  
102 East Main St.  
**Welland L3B 3W6**  
416-735-0010  
Zenith 71040



*Provincial Court (Criminal)*  
40 Division St.  
**Welland L3B 3Z6**  
416-732-2493  
Zenith 81930

*Provincial Court (Family)*  
3 Cross St.  
P.O. Box 383  
**Welland L3B 5P7**  
416-734-7451  
Zenith 20650

*First Small Claims Court*  
Court House, Box 612  
**Welland L3B 5R4**  
416-734-7417  
Zenith 89000

## NIPISSING DISTRICT

*Crown Attorney*  
Court House  
390 Plouffe St.  
**North Bay P1B 4G1**  
705-472-9230  
Zenith 61130

*Local Registrar-Supreme Court*  
*District Court Clerk*  
*Surrogate Registrar*  
*Sheriff-District Court*  
Court House  
**North Bay P1B 4G1**  
705-472-7911  
For toll-free number see  
blue pages of telephone directory

*Provincial Court (Criminal)*  
621 Main St. W.  
**North Bay P1B 2V6**  
705-472-8120  
Zenith 81930

*Provincial Court (Family)*  
500 Main St. W.  
**North Bay P1B 2F4**  
705-472-2680  
Zenith 20650

*Third Small Claims Court*  
390 Plouffe St.  
**North Bay P1B 4G1**  
705-472-5860  
Zenith 89000

*First Small Claims Court*  
Box 238  
**Sturgeon Falls P0H 2G0**  
705-753-1090

## JUDICIAL DISTRICT OF NORFOLK

*Crown Attorney*  
Justice Bldg., Box 605  
No. 3 Highway W.  
**Simcoe N3Y 4N4**  
519-426-5920

*Local Registrar-Supreme Court*  
*County Court Clerk*  
*Surrogate Registrar*  
*Sheriff-District Court*  
Court House  
P.O. Box 308  
**Simcoe N3Y 4L2**  
519-426-6550

*Provincial Court (Criminal)*  
P.O. Box 605  
**Simcoe N3Y 4N4**  
519-426-8330

*Provincial Court (Family)*  
P.O. Box 605  
**Simcoe N3Y 4N4**  
519-426-8451

*First Small Claims Court*  
Court House, Box 605  
**Simcoe N3Y 4N4**  
519-426-3447  
Zenith 89000

**NORTHUMBERLAND COUNTY**

*Third Small Claims Court*  
Box 97

**Brighton K0K 1H0**  
613-475-0961  
Zenith 89000

*Crown Attorney*  
Court House  
860 William St.  
**Cobourg K9A 3A9**  
416-372-5011  
Zenith 61130

*Sheriff-County Court*  
P.O. Box 517  
**Cobourg K9A 4L3**  
416-372-7812

For toll-free number see  
blue pages of telephone directory

*Local Registrar-Supreme Court*  
*County Court Clerk*  
*Surrogate Registrar*  
P.O. Box 360  
**Cobourg K9A 4K8**  
416-372-3751  
Zenith 71040

*Provincial Court (Criminal)*  
1011 William St., Box 910  
**Cobourg K9A 4W4**  
416-372-0193/4  
Zenith 81930

*Provincial Court (Family)*  
Victoria Hall  
55 King St. W.  
P.O. Box 996  
**Cobourg K9A 2M2**  
416-372-0126  
Zenith 20650

*Second Small Claims Court*  
208 Division St.  
**Cobourg K9A 4L3**  
416-372-7153  
Zenith 89000

*First Small Claims Court*  
3 Jane St., Box 216  
**Port Hope L1A 3W3**  
416-885-8695

**JUDICIAL DISTRICT, OTTAWA-CARLETON**

*Crown Attorney*  
County Court House  
2 Daly Ave.  
**Ottawa K1N 6E2**  
613-566-3771

*Sheriff-County Court*  
County Court House  
2 Daly Ave.  
**Ottawa K1N 6E2**  
613-566-3781

*Master and Taxing Officer*  
2 Daly Ave.  
**Ottawa K1N 6E2**  
613-566-3702

*Local Registrar*  
*County Court Clerk*  
*Surrogate Registrar*  
County Court House  
2 Daly Ave.  
**Ottawa K1N 6E2**  
613-566-3751

*Provincial Court (Criminal)*  
Rideau Trust Bldg., Rm. 200  
1 Nicholas St.  
**Ottawa K1N 7B7**  
613-566-3910

*Provincial Court (Family)*  
1145 Bronson Place  
**Ottawa K1S 4H4**  
613-566-3828/9

*Seventh Small Claims Court*  
Small Claims Court Referee  
306-56 Sparks St.  
**Ottawa K1P 5Z4**  
613-232-5408



## OXFORD COUNTY

*Crown Attorney*  
Court House  
Hunter St.

**Woodstock N4S 4G6**  
519-537-2611  
Zenith 61130

*Local Registrar-Supreme Court*  
*County Court Clerk*  
*Surrogate Registrar*  
*Sheriff-County Court*

Court House  
P.O. Box 70  
**Woodstock N4S 7W5**  
519-539-6187  
Zenith 71040

*Provincial Court (Criminal)*  
Court House  
Hunter St.

**Woodstock N4S 4G6**  
519-537-2369  
Zenith 81930

*Provincial Court (Family)*  
Court House  
Hunter St.

**Woodstock N4S 4G6**  
519-537-2377  
Zenith 20650

*First Small Claims Court*  
461 Dundas St.  
**Woodstock N4S 1C2**  
519-537-8511  
Zenith 89000

## PARRY SOUND DISTRICT

*Crown Attorney*  
Court House  
**Parry Sound P2A 1T7**  
705-746-2331  
Zenith 61130

*Sheriff-District Court*  
Court House  
**Parry Sound P2A 1T7**  
705-746-2421  
Zenith 30490

*Local Registrar-Supreme Court*  
*District Court Clerk*  
*Surrogate Registrar*  
P.O. Box 99  
**Parry Sound P2A 2X2**  
705-746-5864  
Zenith 71040

*Provincial Court (Criminal & Family)*  
P.O. Box 455  
**Parry Sound P2A 2X5**  
705-746-4237/72  
Zenith 81930

*First Small Claims Court*  
89 James St.  
**Parry Sound P2A 1T7**  
705-746-5464  
Zenith 89000

*Seventh Small Claims Court*  
Box 239  
**South River P0A 1X0**  
705-386-2560

## JUDICIAL DISTRICT OF PEEL

*Crown Attorney*  
Court House  
P.O. Box 548  
**Brampton L6V 2L7**  
416-457-5160  
Zenith 61130

*Sheriff-District Court*  
P.O. Box 548  
**Brampton L6V 2L7**  
416-457-5400  
Zenith 71040

*Local Registrar-Supreme Court  
County Court Clerk  
Surrogate Registrar  
P.O. Box 8000  
Brampton L6V 2M7  
416-457-5040  
Zenith 71040*

*Provincial Court (Criminal)  
141 Clarence St.  
Brampton L6W 3E6  
416-451-7551  
Zenith 81930*

*Provincial Court (Family)  
P.O. Box 220  
Brampton L6V 2L1  
416-457-5020  
Zenith 20650*

*First Small Claims Court  
5 Moore Crescent  
Brampton L6W 1W8  
416-451-0121  
Zenith 89000*

*Second Small Claims Court  
470 Hensall Circle  
Mississauga L5A 1W3  
416-277-1583*

#### **PERTH COUNTY**

*Sixth Small Claims Court  
595 Inkerman St. E.  
Listowel N4W 2N8  
519-291-1423  
Zenith 89000*

*Crown Attorney  
Court House  
1 Huron St.  
Stratford N5A 5S4  
519-271-4020  
Zenith 61130*

*Sheriff-County Court  
Court House  
P.O. Box 726  
Stratford N5A 6V6  
519-271-1850  
Zenith 30490 (Sheriff)*

*Local Registrar-Supreme Court  
County Court Clerk  
Surrogate Registrar  
Court House  
P.O. Box 726  
Stratford N5A 6V6  
519-271-2572  
Zenith 71040*

*Provincial Court (Criminal)  
Admin. of Justice Bldg.  
17 George St. W.  
Stratford N5A 1A6  
519-271-9252  
Zenith 81930*

*Provincial Court (Family)  
17 George St. W.  
Stratford N5A 1A6  
519-271-2640  
Zenith 20650*

*First Small Claims Court  
Court House  
1 Huron St.  
Stratford N5A 6V6  
519-271-4940  
Zenith 89000*

#### **PETERBOROUGH COUNTY**

*Crown Attorney  
70 Simcoe St.  
Peterborough K9H 7G9  
705-876-1022  
Zenith 71040*



*Local Registrar-Supreme Court  
County Court Clerk  
Surrogate Registrar  
Sheriff-County Court  
Court House*  
**Peterborough K9H 3M9**  
705-745-0583  
Zenith 71040

*Provincial Court (Criminal)*  
70 Simcoe St.  
**Peterborough K9H 7G9**  
705-876-1045  
Zenith 71040

*Provincial Court (Family)*  
70 Simcoe St.  
**Peterborough K9H 7G9**  
705-876-1940  
Zenith 71040

*First Small Claims Court*  
Court House  
**Peterborough K9J 3G3**  
705-745-0583  
Zenith 71040

## **UNITED COUNTIES OF PRESCOTT & RUSSELL**

*Seventh Small Claims Court*  
151 Main St., Rm. 35  
**Hawkesbury K6A 2H3**  
613-632-4282  
Zenith 89000

*Crown Attorney*  
Court House, P.O. Box 299  
**L'Orignal K0B 1K0**  
613-675-4460  
Zenith 61130

*Local Registrar-Supreme Court  
County Court Clerk  
Surrogate Registrar  
Sheriff-County Court  
Court House*  
**L'Orignal K0B 1K0**  
613-675-4567  
Zenith 71040

*Provincial Court (Criminal & Family)*  
Court House  
**L'Orignal K0B 1K0**  
613-675-4695/4625  
Zenith 20650 (Family)  
Zenith 81930 (Criminal)

*Tenth Small Claims Court*  
2560 Lalonde St., Box 298  
**Rockland K0A 3A0**  
613-446-4781  
Zenith 89000

## **PRINCE EDWARD COUNTY**

*Crown Attorney*  
P.O. Box 720  
**Picton K0K 2T0**  
613-476-6267

*Local Registrar-Supreme Court  
County Court Clerk  
Surrogate Registrar  
Sheriff-County Court  
Court House*  
**Picton K0K 2T0**  
613-476-6236

*Provincial Court (Criminal)*  
P.O. Box 640  
**Picton K0K 2T0**  
613-476-2606

*Provincial Court (Family)*  
P.O. Box 640  
**Picton K0K 2T0**  
613-476-2606

*First Small Claims Court*  
9 Queen St.  
**Picton K0K 2T0**  
613-476-2390

## **RAINY RIVER DISTRICT**

*Crown Attorney*  
P.O. Box 338  
**Fort Frances P9A 3M7**  
807-274-9825  
Zenith 61130

*Local Registrar-Supreme Court  
District Court Clerk  
Surrogate Registrar  
Sheriff-District Court  
Court House  
Fort Frances P9A 3M7  
807-274-5961  
Zenith 71040*

*Provincial Court (Criminal & Family)  
P.O. Box 336  
Fort Frances P9A 3M7  
807-274-9832/3  
Zenith 81930*

*First & Fourth Small Claims Court  
Court House, Box 8  
Fort Frances P9A 3M5  
807-274-5961  
Zenith 71040*

## **RENFREW COUNTY**

*Fourth Small Claims Court  
45 Hugh St. S.  
Arnprior K7S 2V5  
613-623-2873*

*Seventh Small Claims Court  
Killaloe Station K0J 2A0  
613-757-2050*

*Crown Attorney  
220 Pembroke St. E.  
Pembroke K8A 6X3  
613-732-2261  
Zenith 61130*

*Local Registrar-Supreme Court  
County Court Clerk  
Surrogate Registrar  
Sheriff-County Court  
Court House  
297 Pembroke St. E.  
Pembroke K8A 3K2  
613-732-2541  
Zenith 30490 (Sheriff)  
613-732-8581  
Zenith 71040 (Supreme, County,  
Surrogate courts)*

*Provincial Court (Criminal & Family)  
415-417 Pembroke St. W.  
P.O. Box 218  
Pembroke K8A 6X3  
613-735-0697 (Family)  
613-735-6886 (Criminal)  
Zenith 20650 (Family)  
Zenith 81930 (Criminal)*

*First Small Claims Court  
Court House  
297 Pembroke St. E.  
Pembroke K8A 3K2  
613-732-2541  
Zenith 89000*

*Third Small Claims Court  
259 Raglan St.  
P.O. Box 386  
Renfrew K7V 4A6  
613-432-3193  
Zenith 89000*

## **SIMCOE COUNTY**

*Eighth Small Claims Court  
46 Centre St. S., Box 706  
Alliston L0M 1A0  
705-435-9645*

*Crown Attorney  
Court House  
Barrie L4M 1M1  
705-728-1221, Ext. 57  
Zenith 71040*

*Sheriff-County Court  
Court House  
114 Worsley St.  
Barrie L4M 1M1  
705-728-1221  
Zenith 71040*

*Local Registrar-Supreme Court  
County Court Clerk  
Surrogate Registrar  
Court House  
Barrie L4M 1M1  
705-728-1221, Ext. 20  
Zenith 71040*



*Provincial Court (Criminal)*  
Court House, 30 Poyntz St.  
P.O. Box 284  
**Barrie L4M 1M1**  
705-728-1221, Ext. 46/47/48/49  
Zenith 71040

*Provincial Court (Criminal)*  
19 Front St. N.  
**Orillia L3V 4R6**  
705-326-2671  
Zenith 81930

*Provincial Court (Family)*  
P.O. Box 184  
**Barrie L4M 4T2**  
705-728-1221, Ext. 35/36/37/38  
Zenith 71040

*First Small Claims Court*  
Court House  
**Barrie L4M 1M1**  
705-728-4181

*Fourth Small Claims Court*  
649 Hurontario St.  
**Collingwood L9Y 2N6**  
705-445-4240  
Zenith 89000

*Sixth Small Claims Court*  
104 Borland St.  
**Orillia L3V 2B7**  
705-326-4251  
Zenith 89000

# **UNITED COUNTIES OF STORMONT, DUNDAS & GLENGARRY**

*Second Small Claims Court*  
21 Harrison St.  
**Alexandria K0C 1A0**  
613-525-1872  
Zenith 89000

*Crown Attorney*  
County Court House  
26 Pitt St.  
**Cornwall K6J 3P2**  
613-932-5903  
Zenith 61130

*Local Registrar-Supreme Court*  
*County Court Clerk*  
*Surrogate Registrar*  
*Sheriff-County Court*  
County Court House  
26 Pitt St.  
**Cornwall K6J 3P2**  
613-932-1290  
Zenith 71040

*Provincial Court*  
*(Criminal & Family)*  
P.O. Box 56  
**Cornwall K6H 5R9**  
613-933-7500  
Zenith 81930

*Third Small Claims Court*  
Court House  
Box 1294  
**Cornwall K6H 5V4**  
613-932-1224  
Zenith 89000

*Sixth Small Claims Court*  
167 Davis St.  
**Iroquois K0E 1K0**  
613-652-4501

*Provincial Court (Criminal)*  
P.O. Box 858  
**Morrisburg K0C 1X0**  
613-543-2193

*Tenth Small Claims Court*  
461 Gladstone St.  
P.O. Box 13  
**Winchester K0C 2K0**  
613-774-3374

## SUDBURY DISTRICT

*Fifth Small Claims Court*  
Town Hall, Box 584  
**Chapleau P0M 1K0**  
705-864-0712  
Zenith 89000

*Provincial Court (Criminal)*  
Town Hall, Box 584  
**Chapleau P0M 1K0**  
705-864-0712

*Provincial Court (Criminal & Family)*  
100 Tudhope St.  
**Espanola P0P 1C0**  
705-869-4334  
Zenith 81930

*Third Small Claims Court*  
Town Hall  
**Espanola P0P 1C0**  
705-869-1150  
Zenith 89000

*Crown Attorney*  
Court House  
**Sudbury P3C 1T9**  
705-675-4155, Ext. 206  
For toll-free number see blue pages  
of telephone directory

*Sheriff-District Court*  
Court House  
**Sudbury P3C 1T9**  
705-675-4158  
Zenith 30490

*Local Registrar-Supreme Court  
District Court Clerk,  
Surrogate Registrar*  
Court House  
**Sudbury P3C 1T9**  
705-675-4162  
Zenith 71040

*Provincial Court (Criminal)*  
Court House  
155 Elm St. W.  
**Sudbury P3C 1T9**  
705-675-4171  
Zenith 81930

*Provincial Court (Family)*  
40 Larch St., 2nd Flr.  
**Sudbury P3E 5M7**  
705-675-4231  
For toll-free number see blue pages  
of telephone directory

*First Small Claims Court*  
Small Claims Court Referee  
38 Larch St.  
**Sudbury P3C 5M7**  
705-675-4164  
Zenith 89000

## THUNDER BAY DISTRICT

*Seventh Small Claims Court*  
55 Pearl St.  
**Beardmore P0T 1G0**  
807-875-2313  
Zenith 89000

*Fifth Small Claims Court*  
Box 39  
**Geraldton P0T 1M0**  
807-854-1488  
Zenith 89000

*Sixth Small Claims Court*  
Box 224  
**Marathon P0T 2E0**  
807-229-1383  
Zenith 89000

*Second Small Claims Court*  
P.O. Box 309  
**Nipigon P0T 2J0**  
807-887-3829  
Zenith 89000



*Fourth Small Claims Court*  
Box 234  
**Schreiber P0T 2S0**  
807-824-2495  
Zenith 89000

*Crown Attorney*  
Court House  
277 Camelot St.  
Postal Station P  
**Thunder Bay P7A 4B3**  
807-475-1565/66/67/68  
Zenith 61130

*Sheriff-District Court*  
Court House  
277 Camelot St.  
**Thunder Bay P7A 4B3**  
807-475-1525  
Zenith 30490

*Local Registrar-Supreme Court*  
*District Court Clerk*  
*Surrogate Registrar*  
Court House  
277 Camelot St.  
**Thunder Bay P7A 4B3**  
807-475-1575  
Zenith 71040

*Provincial Court (Criminal)*  
1805 Arthur St. E., 2nd Flr.  
Postal Station F  
**Thunder Bay P7E 5N7**  
807-475-1335  
Zenith 81930

*Provincial Court (Family)*  
1805 Arthur St. E., 1st Flr.  
Postal Station F  
**Thunder Bay P7E 5N7**  
807-475-1365/66/67  
Zenith 20650

*Third Small Claims Court*  
Small Claims Court  
Court House  
277 Camelot St.  
**Thunder Bay P7A 4B3**  
807-344-5801  
Zenith 89000

## TIMISKAMING DISTRICT

*Third Small Claims Court*  
16 6th Avenue  
**Englehart P0J 1H0**  
705-544-2598  
Zenith 89000

*Crown Attorney*  
Court House  
P.O. Box 369, 393 Main St.  
**Haileybury P0J 1K0**  
705-672-3308  
Zenith 61130

*Local Registrar-Supreme Court*  
*District Court Clerk*  
*Surrogate Registrar*  
*Sheriff-District Court*  
Court House  
**Haileybury P0J 1K0**  
705-672-3321  
Zenith 71040

*Provincial Court (Criminal)*  
Court House  
**Haileybury P0J 1K0**  
705-672-3395  
Zenith 81930

*First Small Claims Court*  
Small Claims Court  
Box 1360  
**Haileybury P0J 1K0**  
705-672-3606

*Provincial Court (Family)*  
P.O. Box 253  
**Kirkland Lake P2N 3H7**  
705-567-9381  
Zenith 20650

*Fourth Small Claims Court*  
Box 217  
**Kirkland Lake P2N 3H7**  
705-567-7060  
Zenith 89000

*Provincial Court (Criminal)*  
P.O. Box 217  
**Kirkland Lake P2N 3H7**  
705-567-7060

**VICTORIA COUNTY  
(INCLUDING PROVISIONAL  
COUNTY OF HALIBURTON)**

*Second Small Claims Court*  
Box 209  
**Haliburton K0M 2S0**  
705-457-1732  
Zenith 89000

*Crown Attorney*  
26 Peel St.  
P.O. Box 672  
**Lindsay K9V 4W9**  
705-324-3440  
Zenith 61130

*Local Registrar Office*  
*County Court Clerk*  
*Surrogate Registrar*  
*Sheriff-County Court*  
County Court House  
Francis St., P.O. Box 484  
**Lindsay K9V 4S5**  
705-324-2542  
For toll-free number see blue pages  
of telephone directory

*Provincial Court (Criminal)*  
440 Kent St. W., Box 82  
**Lindsay K9V 4R8**  
705-324-5302  
Zenith 81930

*Provincial Court (Family)*  
440 Kent St. W., Box 82  
**Lindsay K9V 4R8**  
705-324-2425  
Zenith 20650

*Fifth Small Claims Court*  
59 Victoria Ave. N.  
**Lindsay K9V 4G4**  
705-324-4251  
Zenith 89000

**JUDICIAL DISTRICT OF WATERLOO**

*Provincial Court (Criminal)*  
89 Main St.  
**Cambridge N1R 3K1**  
519-621-9220  
Zenith 81930

*Third Small Claims Court*  
120 Main St.  
**Cambridge (Galt) N1R 1V7**  
519-623-0170

*Crown Attorney*  
Court House  
20 Weber St. E.  
**Kitchener N2H 1C3**  
519-576-4300  
Zenith 61130

*Sheriff-District Court*  
Court House  
20 Weber St. E.  
**Kitchener N2H 1C3**  
519-742-1334  
Zenith 30490

*Local Registrar-Supreme Court*  
*County Court Clerk*  
*Surrogate Registrar*  
Court House  
20 Weber St. E.  
**Kitchener N2H 1C3**  
519-745-9373  
Zenith 71040

*Provincial Court (Criminal)*  
200 Frederick St., Ste. 1000  
**Kitchener N2H 6P1**  
519-745-9476



*Provincial Court (Family)*  
Court House  
200 Frederick St.  
**Kitchener N2H 6N9**  
519-576-9110  
Zenith 20650

*First Small Claims Court*  
58 Scott St.  
**Kitchener N2H 2R1**  
519-745-8063

## WELLINGTON COUNTY

*Eighth Small Claims Court*  
220 Adelaide St., Box 443  
**Arthur N0G 1A0**  
519-848-3347

*Fourth Small Claims Court*  
230 Queen St. W.  
**Fergus N1M 1S8**  
519-843-1644

*Crown Attorney*  
Court House  
74 Woolwich St.  
**Guelph N1H 3T9**  
519-822-1031  
Zenith 61130

*Local Registrar-Supremè Court*  
*County Court Clerk*  
*Surrogate Registrar*  
*Sheriff-County Court*  
Court House  
P.O. Box 247  
**Guelph N1H 6J9**  
519-824-4100  
Zenith 71040

*Provincial Court (Criminal)*  
36 Wyndham St. S.  
**Guelph N1H 6J9**  
519-836-2501  
Zenith 81930

*Provincial Court (Family)*  
36 Wyndham St.  
P.O. Box 244  
**Guelph N1H 6J9**  
519-822-7961  
Zenith 20650

*First Small Claims Court*  
25 Douglas St.  
**Guelph N1H 2S7**  
519-822-0131  
Zenith 89000

*Eleventh Small Claims Court*  
Box 329  
**Mount Forest N0G 2L0**  
519-323-4358  
Zenith 89000

## JUDICIAL DISTRICT OF YORK

*Crown Attorney*  
1000 Finch Ave. W.  
**Downsview M3J 2V5**  
416-663-5550

*Provincial Court (Criminal)*  
1000 Finch Ave. W.  
**Downsview M3J 2V5**  
416-663-5440

*Crown Attorney*  
80 The East Mall  
**Etobicoke M8Z 5X6**  
416-252-7895

*Provincial Court (Criminal)*  
80 The East Mall  
**Etobicoke M8Z 5X6**  
416-252-7891

*Provincial Court (Family)*  
160 Silverhill Dr.  
**Etobicoke M9B 3W7**  
416-236-2553

*Etobicoke Driving Improvement Centre*  
80 The East Mall  
**Etobicoke M8Z 5X6**  
416-252-7883

*Etobicoke Small Claims Court*  
Small Claims Court Referee  
2265 Keele St., Rm. 202  
**Etobicoke M6M 5B8**  
416-249-8251

*Crown Attorney*  
1911 Eglinton Ave. E.  
**Scarborough M1L 2L3**  
416-757-2886

*Provincial Court (Criminal)*  
1911 Eglinton Ave. E.  
**Scarborough M1K 2W5**  
416-757-3686

*Provincial Court (Family)*  
1911 Eglinton Ave. E.  
**Scarborough M1K 2W5**  
416-755-9200

*Scarborough Driving Improvement Centre*  
1911 Eglinton Ave. E.  
**Scarborough M1K 2W5**  
416-757-3657

*Scarborough Small Claims Court*  
Small Claims Court Referee  
2130 Lawrence Ave. East, Ste. 300  
**Scarborough M1R 5B9**  
416-755-3651  
416-755-5228

*Registrar-Supreme Court*  
130 Queen St. W.  
Osgoode Hall  
**Toronto M5H 2H5**  
416-363-4101

*Local Registrar-Supreme Court*  
145 Queen St. W., 1st Flr.  
**Toronto M5H 2N9**  
416-965-5544

*Chief Supreme Court Reporter*  
Supreme Court  
500 University Ave., Rm. 716  
**Toronto M5G 1V7**  
416-965-2824

*Sheriff-District Court*  
Court House  
361 University Ave., Rm. 113  
**Toronto M5G 1T5**  
416-965-7261

*Surrogate Registrar*  
Court House  
361 University Ave., Rm. 104  
**Toronto M5G 1X9**  
416-965-7314

*County Court Clerk*  
Court House  
361 University Ave., Rm. 110  
**Toronto M5G 1T4**  
416-965-7351

*Coordinator and Judges Secretaries*  
361 University Ave., Rm. 334  
**Toronto M5G 1T4**  
416-965-7372

*Clerk of the Peace*  
361 University Ave., Rm. 241  
**Toronto M5G 1T5**  
416-965-7277

*County Court Reporters*  
361 University Ave., Rm. 315  
**Toronto M5G 1T3**  
416-965-7369

*Crown Attorney*  
18 King St. E., 15th Flr.  
**Toronto M5C 1C5**  
416-965-4377

*Crown Attorney*  
Court House  
361 University Ave., Rm. 101  
**Toronto M5G 1Y1**  
416-965-7338

*Crown Attorney*  
College Park  
444 Yonge St. Rm. 221  
**Toronto M5B 2H4**  
416-965-7500



*Provincial Court (Criminal)*  
*Metropolitan Toronto*  
 60 Queen St. W.  
**Toronto M5H 2M4**  
 416-965-7523

*Provincial Court (Criminal)*  
 2265 Keele St.  
**Toronto M6M 3Z7**  
 416-248-3705

*Provincial Court (Criminal)*  
 College Park  
 444 Yonge St., 2nd Flr.  
**Toronto M5B 2H4**  
 416-965-7504

*Keele Driving Improvement Centre*  
*Driving Improvement Centre*  
 2265 Keele St.  
**Toronto M6M 3Z7**  
 416-248-7167

*Provincial Court (Family)*  
 311 Jarvis St.  
**Toronto M5B 2C4**  
 416-963-0677

*The Referee*  
*Small Claims Courts*  
 College Park  
 444 Yonge St., 2nd Flr.  
**Toronto M5B 2C4**  
 416-965-5591

*Toronto Small Claims Court*  
 444 Yonge St., 2nd Flr.  
**Toronto M5B 2H4**  
 416-598-2842

*Etobicoke Small Claims Court*  
 2265 Keele St., Ste. 209  
**Toronto M6M 5B8**  
 416-249-8251/2/3

*Provincial Court (Criminal)*  
 47 Sheppard Ave. E.  
**Willowdale M2N 5X6**  
 416-226-5440

*Provincial Court (Family)*  
 47 Sheppard Ave. E.  
**Willowdale M2N 5X6**  
 416-224-7647

*North York Driving Improvement Centre*  
 47 Sheppard Ave. E.  
**Willowdale M2N 5X6**  
 416-226-5657

*North York Small Claims Court*  
*Small Claims Court Referee*  
 47 Sheppard Ave. E., 3rd Flr.  
**Willowdale M2N 5X5**  
 416-225-3188  
 416-225-4846 (Referee)

## JUDICIAL DISTRICT OF YORK REGION

*Crown Attorney*  
 Court House  
 50 Eagle St. W.  
**Newmarket L3Y 6B1**  
 416-895-8212  
 Zenith 61130

*Sheriff-District Court*  
 Court House  
 50 Eagle St. W.  
**Newmarket L3Y 6B1**  
 416-898-5221  
 Zenith 30490

*Local Registrar-Supreme Court*  
*County Court Clerk*  
*Surrogate Registrar*  
 Court House  
 50 Eagle St. W.  
**Newmarket L3Y 6B1**  
 416-898-5441  
 Zenith 71040

*Provincial Court (Criminal)*  
 Court House  
 50 Eagle St. W.  
**Newmarket L3Y 6B1**  
 416-895-2395  
 Zenith 81930

*Provincial Court (Family)*  
50 Eagle St. W.  
**Newmarket L3Y 6B1**  
416-895-8661/2  
Zenith 20650

*First Small Claims Court*  
50 Eagle St. W., 4th Flr.  
**Newmarket L3Y 6B1**  
416-895-4291  
Zenith 89000

*Third Small Claims Court*  
550 Markham Road & Bayview  
R. R. #1  
**Richmond Hill L4C 4X7**  
416-884-3833  
Zenith 89000

*Second Small Claims Court*  
Box 7  
**Sutton West L0E 1R0**  
416-722-5118  
Zenith 89000

## AGENCIES

For some background information on ministerial agencies, boards and commissions, see the first entry under Royal Commissions, Special Purpose Bodies and Others (COMM). Some of this Ministry's agencies are listed below. For information on agencies not listed, contact this Ministry's information or communications branch.

**ONTARIO LAW REFORM COMMISSION**  
18 King St. E., 15th Flr.  
Toronto M5C 1C5  
416-965-4761

ATT GEN 42

The **Ontario Law Reform Commission** inquires into any matter relating to law reform, the administration of justice, judicial and quasi-judicial procedures. To carry out these functions the Commission conducts legal **research** and issues reports containing recommendations for changes in the law. The reports of the Commission are submitted to the Attorney General. Commission reports are available at the Ontario Government Bookstore, 880 Bay St., Toronto M7A 1N8, 965-2054 (see entry MGS 30).

**ONTARIO LEGAL AID PLAN**  
Provincial Director's Office  
145 King St. W., 10th Flr.  
Toronto M5H 3L7  
416-361-0766

ATT GEN 43

**Ontario Legal Aid Plan (OLAP)** is operated by the **Law Society of Upper Canada** for the Attorney General. The **Ontario Legal Aid Act** ensures that no one shall be denied the services of **lawyers** for lack of money. Every Ontario resident and, in certain cases non residents, may apply for **legal aid**. Qualification is based on need. The local Ministry of Community and Social Services office investigates an applicant's finances and reports to the Legal Aid Area Director as to whether the applicant pays nothing, a portion, or all costs of the legal aid applied for. The OLAP also administers **grants** to clinics providing legal services to the community and contributes to the operation of student legal aid societies in six Ontario law schools. General information on OLAP is available from the main office above. To apply for legal aid, contact local OLAP office listed under Legal Aid in the white pages of local telephone directories.



**ADMINISTRATIVE TRIBUNALS****ASSESSMENT REVIEW BOARD**

ATT GEN 44

80 Bloor St. W.  
Toronto M5S 1L9  
416-965-7574

The Assessment Review Board hears complaints against **real property assessment** and **business assessment**, the basis of **municipal taxation** in Ontario. Hears appeals on the refusal of municipal clerks to amend **school support lists** for school board taxation, applications for the cancellation, reduction or refund of municipal taxes, and applications for increasing municipal taxes where manifest errors have been made in the collectors' roll. For further information on real property assessment, see Ministry of Revenue, Field Operations Branch, REVENUE 19. Contact municipal office locally for questions on property taxation and rates. For assessment complaints, contact Regional Registrar of Assessment Review Board at one of these offices:

*Ass't Registrar*  
85 Great Northern Rd.  
**Sault Ste. Marie P6B 4Y8**  
705-949-5280

*Regional Registrar*  
*Central, Georgian Bay*  
*and Lake Huron Area*  
713 Davis Dr., Ste. 303  
**Newmarket L3Y 2R3**  
416-895-1274  
(Simcoe, York, Halton,  
Peel)

*Regional Registrar*  
*Eastern Area*  
2378 Holly Lane, Rm. 208  
**Ottawa K1V 7P1**  
613-731-7166  
(Ottawa-Carleton, Prescott  
& Russell, Stormont, Dundas  
& Glengarry, Lanark, Leeds  
& Grenville, Renfrew, Frontenac,  
Lennox & Addington, Hastings,  
Prince Edward, Northumberland)

*Regional Registrar*  
*Grand River/Niagara Area*  
678 Main St. E., Ste. 303  
**Hamilton L8M 1K2**  
416-549-4173  
(Brant, Dufferin, Wellington,  
Waterloo, Niagara,  
Haldimand-Norfolk,  
Hamilton-Wentworth)

*Regional Registrar*  
*Lake Ontario Area*  
277 George St. N., Ste. 207  
**Peterborough K9J 3G9**  
705-743-7960  
(Peterborough, Victoria,  
Haliburton, Durham)

*Regional Registrar*  
*Municipality of*  
*Metropolitan Toronto*  
80 Bloor St. W., Ste. 701  
**Toronto M5S 1L9**  
416-965-6826

*Regional Registrar*

*Northern Area*

Northgate Square

Ste. 300

**North Bay P1B 2H3**

705-474-1612

(Nippissing, Muskoka,  
Parry Sound, Cochrane,  
Timiskaming, Manitoulin,  
Algoma, Kenora, Rainy River,  
Thunder Bay, Sudbury)

*Regional Registrar*

*Southwestern Area*

426 Third St., 1st Flr.

**London N5W 4W6**

519-453-6660

(Elgin, Bruce, Grey,  
Middlesex, Oxford, Kent,  
Lambton, Essex, Huron,  
Perth)

**BOARD OF NEGOTIATION**

ATT GEN 45

439 University Ave.

Toronto M5G 1Y8

416-965-2867

The **Board of Negotiation** may act as a mediator to negotiate a settlement when **real property** is expropriated and no agreement can be reached on **compensation** for the **expropriation**. Either the property owner or the expropriating authority can request the services of the Board of Negotiation.

**BOARD OF VALUATION**

ATT GEN 46

439 University Ave.

Toronto M5G 1Y8

416-965-2867

Where a power exercised under the **Power Corporation Act** does not constitute an expropriation or injurious affection, **compensation** shall be paid to the **real property** owner for all damage, and when no agreement is arrived at as to the amount of compensation to be paid to the owner, the Board of Valuation shall determine compensation for such property damage. If either the owner or the power corporation is dissatisfied with the amount fixed, **appeals** may be made to the **Ontario Municipal Board**.

**CRIMINAL INJURIES COMPENSATION BOARD**

ATT GEN 47

439 University Ave., 17th Flr.

Toronto M5G 1Y8

416-965-4755

Provides **compensation** to eligible applicants when a person is injured or killed in Ontario, as the result of an unprovoked act of **criminal** violence.

**ONTARIO MUNICIPAL BOARD**

ATT GEN 48

180 Dundas St. W.

Toronto M5G 1E5

416-598-2266

The **Ontario Municipal Board** is an independent administrative tribunal involved in hearing applications/appeals concerning municipal and planning matters such as: **zoning** by-laws, **subdivision** plans, **official plans**, consents and minor variances under the **Planning Act**; assessment appeals under the **Assessment Act**; **land compensation** matters under the **Expropriations Act**; municipal capital expenditures and debentures under the **Municipal Act** and other legislation.



The establishment of the Board and some of its authority is derived from the Ontario Municipal Board Act.

## OFFICE OF THE PUBLIC COMPLAINTS

ATT GEN 49

### COMMISSIONER

157 Bloor St. W.  
Toronto M5S 1P7  
416-963-1141

The Office of the **Public Complaints Commissioner (PCC)** handles complaints from members of the public against police officers on the Metropolitan Toronto Police Force. A citizen may lodge a complaint directly with the Commissioner or with the Police Force. Regardless of where the complaint is lodged, copies are forwarded so that both the Commissioner and the Police are aware of all complaints immediately. The Public Complaints Commissioner has the power to do his own investigation, completely separate from that conducted by the police. The Commissioner is an independent civilian responsible for making sure that all complaints concerning allegations of misconduct are dealt with promptly and fairly. A complainant who is not satisfied with the decision made by the Chief of Police has the right, in certain circumstances, to have the Commissioner review the matter and, after completing his review, the Commissioner may order a hearing before the **Police Complaints Board (PCB)** which has the power to impose penalties directly on the subject officer involved. Office hours are from 8:30 a.m. to 5:15 p.m. There is a twenty-four hour telephone answering service.

## ACTS

### ACTS

ATT GEN 50

The following is a list of Acts administered by the Ministry of the Attorney General. For information on the administration of these Acts, contact this Ministry's Crown Law Office, Civil Law (ATT GEN 22).

Absconding Debtors Act  
Absentees Act  
Accidental Fires Act  
Accumulations Act  
Administration of Justice Act  
Age of Majority and Accountability Act  
Aliens' Real Property Act  
Anglican Church of Canada Act, 1979  
Arbitrations Act  
Architects Act  
Assessment Review Court Act  
Bail Act  
Barristers Act  
Blind Persons' Rights Act  
Bulk Sales Act  
Business Records Protection Act  
Change of Name Act  
Charitable Gifts Act  
Charities Accounting Act

Children's Law Reform Act  
Commercial Tenancies Act (Requires Proclamation)  
Commissioners for taking Affidavits Act  
Compensation for Victims of Crime Act  
Constitutional Questions Act  
Conveyancing and Law of Property Act  
Costs of Distress Act  
County Court Judges' Criminal Courts Act  
County Courts Act  
County Judges Act  
Creditors' Relief Act  
Crown Administration of Estates Act  
Crown Agency Act  
Crown Attorneys Act  
Crown Witnesses Act  
Disorderly Houses Act  
Dog Owner's Liability Act  
Dominion Courts Act  
Escheats Act  
Estates Administration Act  
Estreats Act  
Evidence Act  
Execution Act  
Expropriations Act  
Extra-Judicial Services Act  
Family Law Reform Act  
Fines and Forfeitures Act  
Fraudulent Conveyances Act  
Fraudulent Debtors Arrest Act  
Frustrated Contracts Act  
Gaming Act  
General Sessions Act  
Habeas Corpus Act  
Hospitals and Charitable Institutions Inquiries Act  
Hotel Registration of Guests Act  
Innkeepers Act  
Interpretation Act  
Interprovincial Subpoenas Act (Requires Proclamation)  
Judges' Orders Enforcement Act  
Judicature Act  
Judicial Review Procedure Act  
Juries Act  
Justices of the Peace Act  
Landlord and Tenant Act - see Commercial Tenancies Act  
Law Society Act  
Legal Aid Act  
Libel and Slander Act  
Limitations Act  
Lord's Day (Ontario) Act  
Master and Servant Act



Matrimonial Causes Act  
Mechanics' Lien Act  
Mental Incompetency Act  
Mercantile Law Amendment Act  
Metropolitan Police Force Complaints Project Act, 1981  
Ministry of the Attorney General Act  
Minors Act  
Minors' Protection Act  
Mortgages Act  
Negligence Act  
Notaries Act  
Occupiers' Liability Act  
Ontario Law Reform Commission Act  
Ontario Municipal Board Act  
Partition Act  
Pawnbrokers Act  
Perpetuities Act  
Powers of Attorney Act  
Proceedings Against the Crown Act  
Professional Engineers Act  
Property and Civil Rights Act  
Provincial Court (Civil Division) Project Act, (Self Repealing Jan. 1, 1983)  
Provincial Courts Act (Part)  
Provincial Offences Act  
Public Accountancy Act  
Public Authorities Protection Act  
Public Halls Act  
Public Inquiries Act  
Public Institutions Inspection Act  
Public Officers Act  
Public Officers' Fees Act  
Public Trustee Act  
Quieting Titles Act  
Reciprocal Enforcement of Judgements Act  
Reciprocal Enforcement of Maintenance Orders Act  
Regulations Act  
Regulations Revision Act, 1979  
Religious Freedom Act  
Religious Organizations' Lands Act  
Replevin Act  
Revised Statutes Confirmation Act, 1981  
Sale of Goods Act  
Settled Estates Act  
Sheriffs Act  
Short Forms of Conveyances Act  
Short Forms of Leases Act  
Short Forms of Mortgages Act  
Small Claims Courts Act  
Solicitors Act  
Statute of Frauds

Statutes Act  
Statutes Revision Act, 1979  
Statutory Powers Procedure Act  
Succession Law Reform Act  
Surrogate Courts Act  
Ticket Speculation Act  
Time Act  
Trespass to Property Act  
Trustee Act  
Unconscionable Transactions Relief Act  
Unified Family Court Act (Self Repealing on July 1, 1982)  
University Expropriation Powers Act  
Variation of Trusts Act  
Vendors and Purchasers Act  
Vexatious Proceedings Act  
Wages Act  
Warehousemen's Lien Act  
Warehouse Receipts Act



## MINISTRY OF CITIZENSHIP AND CULTURE

77 Bloor St. W.

Toronto M7A 2R9

The Ministry of Citizenship and Culture was established in 1982 following a reorganization of the former Ministry of Culture and Recreation. Its principal role is to encourage full, equal and responsible citizenship through programs which emphasize the participation of all Ontarians as equal members of the community, which recognize cultural diversity and the sharing of cultural heritage, which stimulate cultural expression and cultural preservation and which foster the development of individual and community excellence.

In order to achieve these objectives the Ministry develops policies and delivers programs in the areas of multiculturalism and citizenship, native communities, libraries and community information services, heritage conservation and the arts. In addition, the Ministry supports a number of provincial cultural agencies.

The Ministry has a network of some thirteen regional offices which assist in the delivery of the Ministry's program resources and services equally across the Province.

### DEPUTY MINISTER'S OFFICE

#### COMMUNICATIONS AND MARKETING BRANCH

MCC 1

77 Bloor St. W., 6th Flr.

Toronto M7A 2R9

416-965-0615

The Communications and Marketing Branch provides information and marketing services for the Ministry. It establishes the Ministry's communications policy and advises its branches on communications techniques. The branch provides communications support to the Minister, Deputy Minister and program branches. Activities include media liaison, answering public inquiries, producing and distributing publications, news releases, speeches and audio-visual materials, special promotions, marketing assistance to Ministry agencies and client groups, and managing the Ontario **Half Back** program, which from time to time allows non-winning Wintario tickets to be used for discounts on certain Canadian cultural products. The Media Production Unit reports to the Communications and Marketing Branch and is described individually.

#### COMMUNICATIONS AND MARKETING BRANCH

MCC 2

##### MEDIA PRODUCTION UNIT

77 Bloor St. W., 5th Flr.

Toronto M7A 2R9

416-965-6761

The Media Production Unit coordinates output of ministry publications and audio-visual materials. Edits manuscripts, prepares copy for typesetting, design and camera-ready art and arranges for production of these materials. Monitors ministry material to ensure style consistency and quality.

## POLICY PLANNING SECRETARIAT

MCC 3

77 Bloor St. W., 6th Flr.  
Toronto M7A 2R9  
416-965-9942

The Policy Planning Secretariat is responsible for assisting senior management in the Ministry's strategic, program and budget planning processes, developing, analyzing and coordinating responses to policy issues affecting the Ministry, maintaining Ministry liaison with Cabinet Committees and work groups, and evaluating the potential impact of external factors likely to affect existing or future activities of the Ministry. The Secretariat includes the office of the French Language Services Coordinator who is responsible for advising on and coordinating French language services for the Ministry and its agencies.

## FRENCH LANGUAGE SERVICES

MCC 4

77 Bloor St. W., 6th Flr.  
Toronto M7A 2R9  
416-965-2506

Coordinates the implementation of the government policy on French Language Services within the Ministry and its agencies.

It serves as a link between the francophone community and the Ministry. The office of the coordinator also makes recommendations to the Ministry on various ways to satisfy the needs of the francophone population of Ontario.

## SERVICES EN FRANCAIS

Met en oeuvre auprès du ministère et de ses agences la politique du gouvernement en matière de services en français.

Sert de lien entre la communauté francophone et le ministère. Le bureau du coordonnateur fait aussi des recommandations au ministère sur les moyens de répondre aux besoins de la population francophone de l'Ontario.

## FINANCE AND ADMINISTRATION DIVISION

### PERSONNEL BRANCH

MCC 5

77 Bloor St. W., 3rd Flr.  
Toronto M7A 2R9  
416-965-0225

Performs the personnel functions for the Ministry of Citizenship and Culture. Also coordinates and plans ministry's participation in government-wide **youth employment** programs. The branch works mainly in an advisory capacity with all line managers who have primary responsibility for all personnel matters within their units. It is responsible for the establishment of ministry personnel policies and procedures, the **Affirmative Action Program** and equal employment initiatives, the establishment of appropriate classification and compensation levels for all ministry employees, staff recruitment, human resources training and development, employee counselling, the investigation of employee grievances and all matters affecting working conditions and performance. Maintains the ministry's personnel, payroll and employee benefit records. Provides liaison between the Ministry and Civil Service Commission, Management Board and the Ontario Public Service Employees Union (OPSEU).



**FINANCE BRANCH**

MCC 6

77 Bloor St. W., 3rd Flr.  
 Toronto M7A 2R9  
 416-965-4832

Finance Branch provides the Ministry with financial management and **accounting** services. Functions include supporting program managers in the areas of budget preparation, financial analysis and management by results; liaison with central agencies, other ministries and the Provincial Auditor; processing, including the pre-audit, and recording of all expenditures and revenues; preparation of financial reports for management information. The branch establishes ministry accounting and financial policy.

**REGIONAL SERVICES**

MCC 7

77 Bloor St. W., 3rd Flr.  
 Toronto M7A 2R9

The staff of Regional Services within the regional offices represent the Ministry throughout the Province by delivering and communicating ministry programs and services to the public.

Regional Service consultants guide, counsel and consult with municipal and community based organizations and interest groups involved in **citizenship** development and **cultural** activities to ensure that existing programs reflect the participants' needs, that new needs are identified and programs can be developed. Regional Services staff are the communications link between the communities in which they work and the ministry's program specialists in Queen's Park.

Consultants also administer ministry **grants** to groups and organizations for the following: public **libraries** (**Public Libraries Act**); **heritage** and **historical** programs (**Ontario Heritage Act**); **museums** (**Museums Act**); **Wintario**; **community information centres**; programs for and by **Native peoples**; **multicultural** centres; intercultural development; **cultural** facilities; reception, orientation, and **English as a Second Language** training for **immigrants**; summer **youth employment** for **students**; special projects.

Regional Services consultants can be reached at the following offices:

**CENTRAL EAST REGION**

77 Bloor St. W., 7th Flr.  
 Toronto M7A 2R9  
 416-963-2147

114 Worsley St.  
 Barrie L4M 1M1  
 705-737-0543

For toll-free number see  
 blue pages in telephone directory

**CENTRAL WEST REGION**

Ontario Government Bldg.  
 119 King St. W., 8th Flr.  
 Box 2112

**Hamilton L8N 3Z9**

416-521-7229

If long distance ask  
 operator for Zenith 57900

71 King St., Ste. 301  
 St. Catharines L2R 3H7  
 416-688-6472

For toll-free number see  
 blue pages in telephone directory

55 Erb St. E., Ste. 307  
**Waterloo N2J 4K8**  
519-886-3520  
For toll-free number see  
blue pages in telephone directory

#### **EASTERN REGION**

1 Nicholas St., 11th Flr.  
**Ottawa K1N 7B7**  
613-566-3728  
For toll-free number see  
blue pages in telephone directory

280 Pinnacle St., Ste. 3  
**Belleville K8N 3B1**  
613-968-3474  
If long distance ask  
operator for Zenith 92500

#### **NORTHEASTERN REGION**

22 Wilcox St., 2nd Flr.  
**Timmins P4N 3K6**  
705-267-8018  
For toll-free number see  
blue pages in telephone directory

199 Larch St., 4th Flr.  
**Sudbury P3E 1C4**  
705-675-4383  
If long distance dial  
1-800-461-4004

#### **GRANTS MANAGEMENT BRANCH**

77 Bloor St. W., 4th Flr.  
Toronto M7A 2R9  
416-965-5399

#### **NORTHWESTERN REGION**

1825 Arthur St. E.  
**Thunder Bay P7E 5N9**  
807-475-1255  
If long distance dial  
1-800-465-6939

479 Government Road  
P.O. Box 3000  
**Dryden P8N 3B3**  
807-223-3331  
If long distance ask  
operator for Zenith 57900

#### **SOUTHWESTERN REGION**

495 Richmond St., 5th Flr.  
**London N6A 5A9**  
519-438-2947  
If long distance dial  
1-800-265-4730

250 Windsor Ave., 6th Flr.  
**Windsor N9A 6V9**  
519-256-4919  
If long distance dial  
1-800-265-1330

MCC 8

Coordinates and administers all **Wintario, Lottario and Cultural Support Capital Grants**.

The Capital Grants Unit (965-5399) coordinates capital support programs of the Ministry which include **grants** for Cultural Support Capital and the **Wintario Capital Grants Program**. The Wintario Capital Grants Program provides assistance for **cultural** facilities: master plans and feasibility studies; their construction and renovation; and the provision and improvement of their accessibility by the **disabled**. The programs also provide capital **grants** for **arts** facilities such as **theatres, art galleries, museums, heritage** conservation projects, facilities for **libraries** and **multicultural** centres.

Planning and Project Management (965-0322) provides consultation on planning studies and technical advice and information on the development and operation of **cultural** facilities to Ministry Regional Services and customers (municipalities and incorporated non-



profit organizations and community groups). Project management provides review of construction management to capital projects in Ministry agencies and major grant recipients.

Program Grants Unit (965-2390) handles general inquiries about the Wintario Grants Program, maintains a central record of the status of all applications, gathers **statistics** and prepares reports. Net profits from **Wintario** are available to non-profit community groups, organizations, municipalities and **Indian band councils** for capital and non-capital projects concerning arts, heritage, public **libraries**, **multiculturalism** and **citizenship** and other projects of a **cultural** nature.

Contact field offices listed under Regional Services, Ministry of Citizenship and Culture, MCC 7.

#### INTERNAL AUDIT BRANCH

MCC 9

77 Bloor St. W., 3rd Flr.

Toronto M7A 2R9

416-965-9941

The Internal Audit Branch is responsible for carrying out independent reviews and appraisals of all Ministry activities and to report to management on the adequacy of internal financial and management controls.

#### LEGAL SERVICES BRANCH

MCC 10

77 Bloor St. W., 6th Flr.

Toronto M7A 2R9

416-965-5793

Provides legal services for the Ministry and its agencies. Counsels the Ministry on legal matters including: interpretation of statutes and regulations; preparation and review of proposed legislation, regulations and other legal documents. Supplies the Ministry with general legal services such as contracts, real estate, etc..

#### MANAGEMENT SYSTEMS AND SERVICES BRANCH

MCC 11

77 Bloor St. W., 4th Flr.

Toronto M7A 2R9

416-965-7486

The branch is responsible for management systems: systems development, operations and maintenance, **records management** and **forms control** (965-0665). These services help ministry staff plan, develop, deliver and evaluate its programs. Systems development services include the definition, development, implementation and documentation of computerized and non-computerized information and administrative systems. This includes liaison with Ministry of Government Services' Communications and Computer Services Division and systems services in the private sector.

The branch is also responsible for office and other central administrative services for the Ministry and its agencies (965-7486). Administrative Services include purchasing of goods and services, supply management, printing, duplicating and word processing services, mail and transportation services, assets management, maintenance of policy and procedures manuals (e.g., Manual of Administration). The branch provides liaison with the Ministry of Government Services to coordinate common services such as telephones,

acquisition and design of office accommodation and purchasing of commonly used supplies. It is also responsible for office safety supervision.

## MANAGEMENT SYSTEMS AND SERVICES

MCC 12

### BRANCH

#### RESOURCE CENTRE

77 Bloor St. W., 9th Flr.

Toronto M7A 2R9

416-965-6763

The **Resource Centre** and **Library** maintains an up-to-date collection of books, pamphlets, **films**, video **tapes** and teaching materials which are made available to all Ministry staff and to any community organization involved in **cultural** or recreational programs. These materials cover various subjects such as **community development**, **multiculturalism**, informal **education**, **language training**, **recreation**, **leisure**, **retirement planning**, human relations, **prejudice**, **theatre**, **arts and crafts**, **Native peoples**, **disability**, **librarianship** and **volunteers**. Staff can assist in searching materials. The Resource Centre operates the Ministry **reading room** which provides public access to Ministry publications, statutes, regulations, and most manuals and internal procedures used by the Ministry. In Toronto contact the Resource Centre; other areas contact field offices listed under Regional Services, Ministry of Citizenship and Culture, MCC 7.

### BICENTENNIAL

MCC 13

77 Bloor St. W., 3rd Flr.

Toronto M7A 2R9

416-965-8375

Ontario government **Bicentennial** Coordinators have been appointed in areas across the Province to promote and encourage the development and coordination of community level Bicentennial activities and events and to disseminate Bicentennial information across the Province. A list of the eight area Bicentennial coordinators follows.

199 Larch St., 4th Flr.

**Sudbury P3E 5P9**

705-675-1984

If long distance dial

1-800-461-1191

(Algoma, Cochrane, Manitoulin  
Nipissing, Sudbury, Timiskaming)

Ontario Government Bldg.

1825 E. Arthur St.

**Thunder Bay P7E 5N7**

807-623-3223

If long distance dial

1-800-465-6912

(Kenora, Patricia,  
Rainy River, Thunder Bay)

Rideau Trust Building

1 Nicholas St., 11th Flr.

**Ottawa K1N 7B7**

613-230-1800

If long distance dial

1-800-267-4122

(Dundas, Frontenac, Glengarry,  
Grenville, Lanark, Leeds

Lennox & Addington, Ottawa-Carleton,  
Prescott, Renfrew, Russell, Stormont)

305 Stewart St.

**Peterborough K9J 3N2**

705-876-1984

If long distance dial

1-800-461-7646

(Durham, Haliburton, Hastings  
Northumberland, Peterborough  
Prince Edward, Victoria, York)



114 Worsley St.  
**Barrie L4M 1M1**  
 705-728-1984  
 If long distance dial  
 1-800-461-4309  
 (Georgian Bay, Lake Simcoe,  
 Bruce, Grey, Muskoka,  
 Parry Sound, Simcoe)

119 King St. W., 8th Flr.  
**Hamilton L8N 3Z9**  
 416-524-1984  
 If long distance dial  
 1-800-263-9222  
 (Brant, Dufferin, Haldimand-Norfolk  
 Halton, Hamilton-Wentworth, Niagara  
 Peel, Waterloo, Wellington)

495 Richmond St., 5th Flr.  
**London N6A 5A9**  
 519-433-4002  
 If long distance dial  
 1-800-265-1509  
 (Elgin, Essex, Huron, Kent,  
 Lambton, Middlesex, Oxford, Perth)

77 Bloor St. W., 7th Flr.  
**Toronto M7A 2R9**  
 416-965-4555  
 (Metro Toronto)

## MULTICULTURALISM AND CITIZENSHIP DIVISION

### CITIZENSHIP DEVELOPMENT BRANCH

MCC 14

77 Bloor St. W., 5th Flr.  
 Toronto M7A 2R9  
 416-965-6621

The Citizenship Development Branch fosters a climate of mutual respect, understanding and appreciation among the diverse peoples of Ontario and works towards the recognition of a common citizenship with its benefits and responsibilities. Branch programs and services include: consulting services to community groups and institutions to promote **intercultural** understanding, development of leadership capabilities and increased organizational effectiveness at the community level and enhancement of volunteer participation; the conduct of training programs in cross-cultural communications, leadership and organizational development and the development and distribution of printed and **audio-visual** resources. Grant support is available in the areas of community participation, **multicultural** support, community leadership and organizational development, and **volunteerism**. The Branch also administers the **Wintario** Community Grants program in support of multiculturalism and citizenship.

### NEWCOMER SERVICES BRANCH

MCC 15

77 Bloor St. W., 5th Flr.  
 Toronto M7A 2R9  
 416-965-2285

Provides programs related to settlement, orientation and language training of **immigrants** and **refugees**. Provides information and orientation resources to newcomers, teachers and counsellors of newcomers through multilingual materials and publications, e.g., 'Newcomers' Guide to Services in Ontario' (965-9919). Gives information on setting up community-based newcomer language, orientation and citizenship classes and provides related teacher training (965-1192). Print and **audio-visual** materials and information on French and **English as a Second Language (ESL)** teaching and classes are available from the ESL clearinghouse (965-4331). For information on newcomer integration

project grants and newcomer language and orientation classes grants, contact Ministry field offices listed under Regional Services, Ministry of Citizenship and Culture, MCC 7.

#### ONTARIO WELCOME HOUSE NEWCOMER SERVICES BRANCH

MCC 16

454 University Ave.  
Toronto M5G 1R6  
416-965-3021

The **Ontario Welcome House** provides newcomers with **English as a Second Language (ESL)** instruction linked with child care (965-2365), a **multilingual information and referral service** to government and social agencies (965-3021) and acts as a clearinghouse of information about **immigrants and refugees** (965- 9919).

#### NATIVE COMMUNITY BRANCH

MCC 17

77 Bloor St. W., 5th Flr.  
Toronto M7A 2R9  
416-965-5003

The branch consults and works with **Native** communities and organizations to assist in encouraging self-reliance and participation in the life of the Province. Branch objectives are: to support Native **heritage** preservation and cultural continuity, to assist Native communities in socio-economic development, to promote the development of human resources and **leadership** in the Native community, and to facilitate direct Native access to government services and resources. Its programs include consultative assistance, **research and information**, publications, policy advisory services and **grants**.

Consultation is provided to **Metis** communities, **Friendship Centres**, the **Native Women's Association**, **Indian Bands**, Native cultural and communications groups and other local Native groups by the branch's Community Resource Officers throughout Ontario. Provincial Native organizations have recourse to Toronto consultants. Consultation services include: assisting native communities in identifying local problems and in developing appropriate projects; advising Native communities and organizations of services or programs which could help their development, and assisting them in securing resources necessary to conduct **community development** projects; linking Native communities and organizations with the appropriate provincial ministries and agencies; providing assistance to Native leaders on the preparation, submission and evaluation of project proposals to government.

The branch has developed a vertical file system on Native people. Research studies and information is available in the areas of demographics, social and economic conditions, culture, and Native organizations. Publications are being developed to promote a better knowledge of Native people and their organizations throughout Ontario.

The branch provides information and consultation to provincial ministries and agencies on policies or programs related to Native people. Its **grants** program provides assistance to projects such as Native heritage, communications, social development, leadership training, small **businesses**, provincial organization support, feasibility studies and meetings.

Branch services are provided through 11 field officers and three area supervisors (see list below). Staff in Toronto provide research support to the field, work directly with provin-



cial organizations and liaise with other federal and provincial departments, ministries and agencies.

## NORTHEAST AREA

### *Field Office*

15 Matchedash St. N.

**Orillia L3V 4T4**

705-325-9561

390 Bay St., 3rd Flr.

**Sault Ste. Marie P6A 1X2**

705-942-0419

199 Larch St., 4th Flr.

**Sudbury P3E 5P9**

705-675-4349

22 Wilcox St., 2nd Flr.

**Timmins P4N 3K6**

705-267-7110

## NORTHWEST AREA

### *Area Supervisor/Field Office*

1825 East Arthur St.

**Thunder Bay P7E 5N7**

807-475-1225

240 Scott St., 2nd Flr.

Box 613

**Fort Frances P9A 3M9**

807-274-9732

## CULTURE DIVISION

### ARTS BRANCH

77 Bloor St. W., 2nd Flr.

**Toronto M7A 2R9**

416-965-6256

Arts Branch develops policies and programs to encourage excellence in the arts and wider participation in arts activities. Provides operating grants to provincial cultural institutions and agencies, provincial arts service organizations, and certain arts training institutions and publishers. Coordinates the **Wintario Program Grants (Arts) Program**. The following programs of this branch are described individually: Cultural Exchange Program, Festival Ontario, Outreach Ontario, Public Art Galleries Grants, Book Publishing Subsidy Programs. For information, contact main office or field offices listed under Regional Services, Ministry of Citizenship and Culture, MCC 7.

303 Main St.

Box 778

**Geraldton P0T 1M0**

807-854-0169

20 Main St. S.

**Kenora P9N 1S7**

807-468-5568

(West Patricia area

& Kenora/Dryden area)

## SOUTHWEST AREA

### *Senior Consultant*

77 Bloor St. W., 5th Flr.

**Toronto M7A 2R9**

416-965-5003

77 Bloor St. W., 5th Flr.

**Toronto M7A 2R9**

416-965-5003

(Toronto/Hamilton/Ottawa)

495 Richmond St., 5th Flr.

**London N6A 5A9**

519-438-2947

ARTS BRANCH  
CULTURAL EXCHANGE PROGRAM

MCC 19

77 Bloor St. W., 2nd Flr.  
Toronto M7A 2R9  
416-965-6509

Provides information and/or **grants** to community associations, individual **artists** and **arts** groups involved in interprovincial or international **cultural exchanges**. Criteria used for assessment include public accessibility, community support, artistic excellence, financial accountability of group, and the 'special' versus on-going nature of the project. Level of funding will be determined on a competitive, juried basis. A variety of cultural **exchanges** between Ontario and Quebec are assisted under the auspices of the **Ontario-Quebec Permanent Commission**.

ARTS BRANCH  
FESTIVAL ONTARIO

MCC 20

77 Bloor St. W., 2nd Flr.  
Toronto M7A 2R9  
416-965-6509

**Festival Ontario** coordinates **exhibitions** from major **cultural** and **arts** institutions (e.g. Art Gallery of Ontario, Royal Ontario Museum, Ontario Science Centre, Ontario Educational Communications Authority (OECA), Ontario Arts Council, Ontario Film Theatre, Royal Botanical Gardens, McMichael Canadian Collection, etc.) and makes these available free of charge to communities to augment **festivals** or special events. Festival Ontario does not organize festivals but assists at the request of communities. Contact main office or regional offices listed under Regional Services, Ministry of Citizenship and Culture, MCC 7.

ARTS BRANCH  
OUTREACH ONTARIO

MCC 21

77 Bloor St. W., 2nd Flr.  
Toronto M7A 2R9  
416-965-6256

**Outreach Ontario** is designed to decentralize the Province's **cultural** resources by encouraging Toronto area **cultural** institutions to diversify their programs, expand extension services and undertake cooperative projects. Cultural agencies and facilities involved include: the Art Gallery of Ontario, the Royal Ontario Museum, the Royal Botanical Gardens, the Ontario Educational Communications Authority, the Ontario Science Centre, the McMichael Canadian Collection and regional public libraries. These agencies develop and administer their own Outreach programs. Contact main office or field offices listed under Regional Services, Ministry of Citizenship and Culture, MCC 7, or individual agencies listed above.

ARTS BRANCH  
PUBLIC ART GALLERIES GRANTS

MCC 22

77 Bloor St. W., 2nd Flr.  
Toronto M7A 2R9  
416-965-6256

Assists eligible non-profit community **art galleries** through **grants** for basic operating and administrative expenditures. Galleries must meet eligibility criteria and provide detailed



financial and operations information. Applications are available through the main office or field offices listed in the Regional Services entry, Ministry of Citizenship and Culture, MCC 7. Art galleries may also apply to Ontario Arts Council for assistance with program and exhibition expenses.

**ARTS BRANCH**  
**BOOK PUBLISHING PROGRAM**  
 77 Bloor St. W., 2nd Flr.  
 Toronto M7A 2R9  
 416-965-6256

MCC 23

Canadian-owned Ontario-based **book** publishers may be eligible for assistance from the Province of Ontario, either through a guarantee of a **loan** made by a commercial lending institution or a rebate of interest paid on such loans.

The program is administered in cooperation with the **Ontario Development Corporation**.

**HERITAGE BRANCH**  
 77 Bloor St. W., 2nd Flr.  
 Toronto M7A 2R9  
 416-965-4021

MCC 24

The Heritage Branch is made up of four main areas which are described individually: History, Museums and Administration; Heritage Trust; Architecture and Planning; and Archaeology. For information contact the main office or field offices listed under Regional Services, Ministry of Citizenship and Culture, MCC 7.

**HERITAGE BRANCH**  
**HISTORY, MUSEUMS AND ADMINISTRATION UNIT**  
 77 Bloor St. W., 2nd Flr.  
 Toronto M7A 2R9  
 416-965-4021

MCC 25

This Unit works to increase public participation in the preservation and development of the province's **heritage** resources. The unit provides **grants** and consultative services to provincial heritage organizations and agencies (such as the Ontario Museum Association, the Ontario Historical Society, the Ontario Genealogical Society, the Ontario Historical Studies Series, etc.) and to some specialized **museums**. Provides operating and development grants and professional advice to community museums and historical societies. Serves as **historical** promotion staff to **Ontario Heritage Foundation (OHF)** initiated projects, administering OHF programs to aid local/regional heritage projects (such as festivals, exhibits, publications), and carrying out the provincial **plaque** program. Administers a local plaque assistance program for municipalities and community organizations. Operates, in cooperation with the federal government, a conservation service to assist in the repair and rehabilitation of artifact collections in community museums.

**HERITAGE BRANCH**  
**HERITAGE TRUST UNIT**  
 77 Bloor St. W., 2nd Flr.  
 Toronto M7A 2R9  
 416-965-5727

MCC 26

This Unit develops the arrangements and agreements leading to the donation to, or pur-

chase by, the Ontario Heritage Foundation (OHF) of buildings of significant **historical** or **architectural** value, natural heritage properties of significant scenic, recreational, **cultural** or floral-faunal natural interest, conservation **easements** on such property, items of **archaeological** importance and works of **art**. Following acquisition, arrangements are made for conservation or restoration where necessary, as well as for custody and use of display.

HERITAGE BRANCH  
ARCHITECTURE AND PLANNING UNIT

MCC 27

77 Bloor St. W., 2nd Flr.

Toronto M7A 2R9

416-965-4961

This Unit provides technical support to the Ontario Heritage Foundation (OHF) with respect to its grants programs for **architectural conservation**; administers the **Building Rehabilitation and Improvement Campaign (BRIC)**; offers advice on the conservation of buildings of historical and architectural interest, including assistance to **Local Architectural Conservation Advisory Committees (LACAC)**; provides advice to provincial government ministries on conservation of heritage property; and reviews statutory plans that affect heritage conservation matters.

HERITAGE BRANCH  
ARCHAEOLOGY UNIT

MCC 28

77 Bloor St. W., 2nd Flr.

Toronto M7A 2R9

416-965-4490

The Archaeology Unit provides for the conservation, use and enjoyment of Ontario's **archaeological heritage**. The head office component administers Part VI of the **Ontario Heritage Act** (archaeological **licences**, site designations, stop-work orders) and provides staff for the Ontario Heritage Foundation (archaeological **grants**, advice to the Minister). An Archaeological Sites Database and a collection of archaeological **research** reports is also maintained. Six regional offices identify, evaluate and monitor archaeological sites, carry out emergency rescue excavations, and offer archaeological advisory services to government, private developers and groups planning archaeological programs. Each region supports heritage societies, archaeological consultants, and amateur and professional researchers. These field offices also provide outreach through volunteer programs, publications, talks and displays. Special programs involve Marine Heritage Conservation, conservation of unmarked burials, rock art documentation and urban archaeology. There are six offices throughout the Province:

207 First St. S  
**Kenora P9N 1C2**  
807-468-8928  
(Northwestern)

1 Nicholas St., Ste. 1105  
11th Flr.  
**Ottawa K1N 7B7**  
613-238-5157  
(Eastern)

55 Centre St.  
**London N6V 1T4**  
519-433-8401  
(Southwestern)

390 Bay St., 3rd Flr.  
**Sault Ste. Marie P6A 2A7**  
705-253-2625  
(Northeastern)



1825 East Arthur St.  
**Thunder Bay 'F' P7E 5N7**  
 807-475-1447  
 (North Central)

700 Bay St., 8th Flr.  
**Toronto M5G 1Z6**  
 416-964-8258  
 (South Central)

**ARCHIVES OF ONTARIO**  
 77 Grenville St.  
 Toronto M7A 2R9  
 416-965-4030

MCC 29

The **Archives of Ontario** administers the Archives Act. It acquires significant unpublished **documents** to preserve Ontario's **historical heritage** and to retain information of long-term operational value to government ministries. Obtains from Ontario government agencies important non-current records through statutory control, and from other sources through donation or purchase, any important **historical manuscripts, maps, pictures, photographs, early newspapers, audio-visual archives, etc.** Maintains a conservation **laboratory** for document restoration of Archives' holdings. Operates a **library** (965-4039) and public reading room for those doing **historical, administrative, legal or other research**. Welcomes information on the location of **historical material**. The Archives' publications include: **The Archives of Ontario - Keeper of the Record; Genealogical Sources - Archives of Ontario.**

Archive's staff also advise and assist ministries and government agencies on cost-efficient **records management**, including **forms control, microrecording, correspondence, reports**. Coordinates **records management** training courses (965- 2187) for ministries and government agencies.

**LIBRARIES AND COMMUNITY INFORMATION**  
**BRANCH**  
**LIBRARIES SECTION**  
 77 Bloor St. W., 5th Flr.  
 Toronto M7A 2R9  
 416-965-2696

MCC 30

The Libraries Section, formerly known as the Provincial Library Service, administers the Public Libraries Act. The section provides consultative assistance to **Indian Band Councils**, library boards and **municipalities** regarding the establishment, organization, management, accommodation and rules of county libraries, **public libraries** and regional library systems. Administers the operating **grants** formula and provides special **financial assistance** for the purpose of developing a province-wide network of library service and assisting in the provision of library service to areas without municipal organization. Provides **statistics** and **research** services to public libraries and the Ministry to assist in planning the development and coordination of library service in Ontario. Publishes for distribution to general public statistical reports and other publications on public library service. Activities include advising on library service; promoting and encouraging the extension of library service throughout Ontario; developing a comprehensive financial planning form and method for regional library systems; developing and analyzing policy proposals with reference to public library operations and their funding; implementing policy decisions; advising on the qualifications and **employment** of librarians, library assistants and library technicians; holding courses and workshops for the education and training of library personnel; and writing histories of various aspects of public library service. Serves as the contact for the **Ontario Provincial Library Council (OPLC)**, estab-

lished under the Public Libraries Act to advise the Minister on the development and co-ordination of library services in Ontario.

LIBRARIES AND COMMUNITY INFORMATION  
BRANCH

MCC 31

NETWORK DEVELOPMENT OFFICE

77 Bloor St. W., 5th Flr.  
Toronto M7A 2R9  
416-965-2696

The Network Development Office provides a range of advisory services aimed at the use of **computers** and **telecommunications** to bring about communication and cooperation between **libraries**. Participates in library planning activities, prepares feasibility studies, evaluates computer based systems and provides consultative services in areas of automation and networking.

LIBRARIES AND COMMUNITY INFORMATION  
BRANCH

MCC 32

COMMUNITY INFORMATION SERVICES PROGRAM

77 Bloor St. W., 5th Flr.  
Toronto M7A 2R9  
416-965-2696

Provides **grants** to fund eligible **community information centres (CIC's)**: advises them on matters such as information management, policy, staffing and **volunteer** training and prepares related publications. Publications currently available cover such subjects as how to plan and produce a directory, publicity and public relations and functions of CIC's. Contact field offices listed under Regional Services, Ministry of Citizenship and Culture, MCC 7.

AGENCIES

For some background information on ministerial agencies, boards and commissions, see the first entry under Royal Commissions, Special Purpose Bodies and Others (COMM 1). Some of this Ministry's agencies are listed below. For information on agencies not listed, contact this Ministry's information or communications branch.

ADVISORY COUNCIL ON MULTICULTURALISM  
AND CITIZENSHIP

MCC 33

77 Bloor St. W., 7th Flr.  
Toronto M7A 2R9  
416-965-6889

The **Ontario Advisory Council on Multiculturalism and Citizenship** consists of sixty members from across Ontario, appointed by Order in Council, representing a wide range of ethnocultural backgrounds and occupations and with experience in serving the community. Council's role is to advise the government of Ontario on all matters within the authority of the government which pertain to **multiculturalism** within a context of full, equal and responsible **citizenship** for all residents of the Province. Reports to the Ontario Legislature through the Minister of Citizenship and Culture.



CJRT-FM INC.  
297 Victoria St.  
Toronto M5B 1W1  
416-595-0404

MCC 34

**CJRT-FM** provides educational opportunities for the citizens of Ontario by offering **adult education** through **university** level credit courses as well as programming designed to provide a better understanding and appreciation of such fields of interest as the **arts, music and literature**. All program content is presented without commercial sponsorship.

#### CONSERVATION REVIEW BOARD

MCC 35

77 Bloor St. W., 2nd Flr.  
Toronto M7A 2R9  
416-965-1432

Holds hearings at the request of a municipality if owners object to municipal designation of property for **historical** or **architectural conservation**. The Board reports its opinion to the municipal council. Hearings are also held if there are **appeals** against the Minister's designation of **archaeological** or **historic sites** or against the Minister's refusal of archaeological licences.

#### THE McMICHAEL CANADIAN COLLECTION

MCC 36

Islington Ave.  
Kleinburg L0J 1C0  
416-893-1121

The McMichael Canadian Collection, built of handhewn logs and fieldstone on the wooded banks of the beautiful Humber River, exhibits one of Canada's most important collections of paintings by the **Group of Seven** painters and other Canadian masters such as Tom Thomson, Emily Carr, Clarence Gagnon, David Milne and J. W. Morrice, plus sculptures, paintings and prints by **native Indian and Inuit artists**.

The art gallery is open 11 a.m. to 5 p.m. daily during the summer months (Victoria Day weekend in May to Thanksgiving in October). Closed Mondays during the winter months. The Restaurant and Gallery Shop are open during gallery hours.

Admission fees are as follows: Adults, \$2.50; Students, \$1.00; Seniors, \$1.50 (free on Wednesdays); Children under 5 free; Families \$6.00.

Group **tours** are invited and all tours can be arranged by calling 416-893- 1123.

#### ONTARIO ARTS COUNCIL

MCC 37

151 Bloor St. W., 5th Flr.  
Toronto M5S 1T6  
416-961-1660

The **Ontario Arts Council** promotes the study, enjoyment and production of works in the **arts**. Provides **grants** in response to applications from performing and creative **arts** groups such as **theatre** and **dance** companies, **orchestras** and concert societies, **art galleries** and **schools**, **publishing** houses and **periodicals**, local and regional **arts** councils and **festivals**, **arts** service groups and community **arts** projects. Individual **artists**, e.g., painters, **sculptors**, **playwrights**, **composers**, **writers**, **choreographers**, **poets**, **film-makers**, **video artists** and **photographers** may apply also. The Council has officers on staff who represent various **arts** disciplines and pursuits. Other programs include **Creative Artists**

**In Schools (CAIS)**, and **Ontour** which assist concert **artists**, soloists, performing groups, and groups that sponsor local appearances. The Ontario Arts Council is concerned with the development of local and regional **arts** resources, and **Franco-Ontarian arts**. It also administers endowment funds and competitions.

#### TVONTARIO

MCC 38

Box 200, Station Q

Toronto M4T 2T1

416-484-2600; 1-800-268-8840

TVOntario (TVO), a provincial crown corporation, is responsible for **educational broadcasting** in Ontario. TVOntario designs and produces TV-based learning systems in English and **French** for in-school, **preschool**, and **adult education**. The TVOntario educational television network broadcasts from transmitters in Toronto (Channel 19), Ottawa (Channel 24), Kitchener (Channel 28), London (Channel 18), Chatham (Channel 59), Windsor (Channel 32), Thunder Bay (Channel 9), Sudbury (Channel 19), Sault Ste. Marie (Channel 20), North Bay (Channel 6), Owen Sound (Channel 12), Timmins (Channel 7), and surrounding areas, many of which also receive full **TVOntario** service on their local cable systems. TVO also broadcasts via the Anik C3 satellite and 110 approved low power rebroadcast transmitters to communities in northern Ontario. By the fall of 1984 TVOntario's broadcast service will be delivered to two medium power rebroadcast transmitters in Muskoka. TVOntario also distributes video and audio **tapes**, maintains a **library**, and publishes print materials supporting educational programming. The broadcast day extends for 16 hours. Schedules and program information are available on request.

#### ONTARIO HERITAGE FOUNDATION

MCC 39

77 Bloor St. W., 2nd Flr.

Toronto M7A 2R9

416-965-9504

The **Ontario Heritage Foundation** advises the Minister of Citizenship and Culture on issuing **archaeological licences** and on designating significant archaeological and **historic sites**. Provides **grants** to encourage innovative work in archaeology and to help complete artifact analysis. Provides **grants** or **loans** for **architectural conservation** to encourage renovation of buildings of **historical** or architectural significance. Provides **grants** to assist **historians** with the preparation and printing of **manuscripts** of local, regional or specialized interest related to Ontario's **heritage**. Erects historical **plaques** which recognize people, places, buildings and events of significance to the history of the Province. Acquires, usually by donation, **heritage** properties, **parkland**, works of **art** and **historical** artifacts. Contact main office or regional offices listed under Regional Services, Ministry of Citizenship and Culture, MCC 7.

#### ONTARIO HISTORICAL STUDIES SERIES

MCC 40

Glendon College

2275 Bayview Ave.

Toronto M4N 3N6

416-487-6142

The **Ontario Historical Studies Series Project** produces comprehensive, scholarly and readable books on the **historical** development of Ontario. The series is divided into six parts: bibliography of Ontario history; biographies of major premiers; historical atlas;



theme studies on aspects of Ontario's economic, social, political and cultural development; general history; and oral history featuring interviews with people who have played a key role in Ontario's development. The project is funded by the Ministry of Citizenship and Culture.

#### ONTARIO SCIENCE CENTRE

MCC 41

770 Don Mills Rd.  
Don Mills M3C 1T3  
416-429-4100

Through innovative methods, the **Science Centre** makes **science** and **technology** appealing to children of all ages. The Centre invites visitor participation in its unique exhibits, demonstrations, workshops and theatre presentations. It provides special **exhibitions**, **films** and free **education** programs for Canadian school classes booked in advance of their visit. Through its Outreach program, the Centre provides extension services to communities throughout Ontario. Four major travelling **exhibitions** visit shopping malls, schools, libraries and recreation centres throughout Ontario. The Centre also houses the **Ontario Film Institute** which is a reference and information centre, the **Ontario Film Theatre** which screens **films**, and the **Ontario Film Archives**. Weekly film programs are presented for **senior citizens**. The Centre is fully accessible to the physically handicapped. For a recorded message giving general information on special programs, admission costs or hours, call 416-429-4423.

#### ROYAL BOTANICAL GARDENS

MCC 42

Box 339  
Hamilton L8N 3H8  
416-527-1158

The **Royal Botanical Gardens** in Hamilton-Wentworth and Halton Regions consists of 2000 acres of developed **gardens** featuring world-renowned plant collections complemented by extensive natural areas served by 27 miles of interpretive nature trails. Educational programs include courses on horticulture, botany and design with plant materials, instruction for school classes as well as **university** credit courses. The Royal Botanical Gardens also offers the public extensive **horticultural** information on ornamental, native and poisonous **plants**, edible and poisonous **mushrooms**, and information on **birds**. **Tours** can be arranged. Participates in Outreach Ontario and Festival Ontario.

#### ROYAL ONTARIO MUSEUM

MCC 43

100 Queen's Park  
Toronto M5S 2C6  
416-978-3690

The **Royal Ontario Museum (ROM)**, incorporating the **Canadiana** collections at 14 Queen's Park Crescent W. (978-6738) and the **McLaughlin Planetarium** (978-8558), is the largest of Canada's public **museums** and a major **research** institution with excellent collections in 20 departments. These include the **arts**, **archaeological** studies (e.g., Chinese, Egyptian) and **science** (e.g., Mammalogy, Mineralogy, Entomology, Ornithology, Vertebrate Palaeontology). The departments identify objects related to their fields such as **birds**, **insects**, works of **art**, artifacts, etc. for information only, not for monetary purposes (call or write for appointment). The ROM maintains specialized **libraries** and offers **group tours**, a Discovery Room (inviting public participation when viewing **exhibits**), travelling **exhibitions**, museumobiles, a **speakers bureau**, lectures and **art** instruction,

showings of films, clubs for **senior citizens** and **children**. The museum is open 7 days a week.

# ART GALLERY OF ONTARIO

MCC 44

317 Dundas St. W.

Toronto M5T 1G4

416-977-0414

Cultivates and advances the cause of visual **arts** in Ontario with programs, lectures and **films** on the origin, development, appreciation and techniques of the visual **arts**. Exhibits works of **art** from its permanent collection and invitational and loan **exhibitions** in the **art** gallery and **The Grange**, a restored historic Toronto house. Circulates exhibitions to Ontario communities. Offers an **art** rental service, **art book shop**, **audio-visual library**, **art** reference **library**, **art** classes, **tours** and **speakers bureau**.

## ACTS

### ACTS

MCC 45

The Minister of Citizenship and Culture is designated to administer the following Acts.

Archives Act

Art Gallery of Ontario Act

Arts Council Act

Centennial Centre of Science and Technology Act

Foreign Cultural Objects Immunity from Seizure Act

George R. Gardiner Museum of Ceramic Art Act, 1981

Ministry of Citizenship & Culture Act

McMichael Canadian Collection Act

Ontario Educational Communications Authority Act

Ontario Heritage Act

Public Libraries Act

Royal Ontario Museum Act

The Royal Botanical Gardens Act, 1941, as amended



## MINISTRY OF COLLEGES AND UNIVERSITIES

Mowat Block, 900 Bay St.

Queen's Park, Toronto M7A 1L2

The Ministry of Colleges and Universities administers support funds to 15 provincially assisted universities, 22 colleges of applied arts and technology, Ryerson Polytechnical Institute and the Ontario College of Art. It also administers skills development and student financial assistance programs.

The Ministry of Colleges and Universities was formed in May 1964 as the Department of University Affairs. The jurisdiction of the Colleges of Applied Arts and Technology, which had been established in 1965 under the jurisdiction of the Department of Education, was transferred to the newly named Department of Colleges and Universities. In 1972 under the reorganization of the Ontario Government the name was changed to the Ministry of Colleges and Universities. In April 1972 the Industrial Training Branch of the Ministry of Labour, with its responsibilities for Apprenticeship, was transferred to this Ministry. In 1972 responsibility for a number of agencies was transferred from the Ministry of Education to a newly formed Cultural Affairs Division. This division was transferred to the Ministry of Culture and Recreation when it was established in January, 1975. In 1979 the Ministry of Colleges and Universities and the Ministry of Education came under the jurisdiction of the same Minister and the service branches of the two Ministries merged so that support services are provided in common. The Ministry operates under the Ministry of Colleges and Universities Act.

### UNIVERSITY AND STUDENT AFFAIRS DIVISION

#### UNIVERSITY RELATIONS BRANCH

MCU 1

Mowat Block, 900 Bay St., 9th Flr.

Queen's Park, Toronto M7A 1L2

416-965-3878/79

University Relations Branch is responsible for administering the provincial **grants** to Ontario **universities**. The branch administers the operating grants formula; develops and analyses policy proposals with reference to university operations, physical resources and their funding; implements policy decisions; acts as liaison with the **Ontario Council on University Affairs** and maintains government-university relations in general. Answers inquiries about university admissions policies and about highly qualified **manpower** supply and demand. Publishes the **Operating Formula Manual** for use by university administrators. Coordinates **health sciences education** programs in **colleges, universities**, and other institutions (965-5543).

#### TEACHER EDUCATION BRANCH

MCU 2

Mowat Block, 900 Bay St., 18th Flr.

Queen's Park, Toronto M7A 1L2

416-965-5477

Approves and reviews programs of both pre-service and in-service teacher education offered by faculties of education. Sets policy concerning regulations relating to **certification** of **teachers**, vice-principals, principals and supervisory officers. The branch also evaluates teaching qualifications and issues teachers' and supervisory officers' certificates; provides, at the elementary and secondary levels, evaluation of educational **documents** and credentials from other jurisdictions, for **employment** purposes, or on request of provin-

cial schools or institutions (965-1356); provides equivalent standing for teachers' additional qualification courses (965-5831). The branch provides transcripts of **records** for **students** (965-2234) and of teacher training courses (965-2600); administers the issuance of secondary school **diplomas** and the award of **scholarships** at the elementary and secondary school levels (965-7291) including **evaluation** of records of Grade 13 **students** who may be eligible for the **Ontario Student Scholarship Program**.

#### STUDENT AWARDS BRANCH

MCU 3

Mowat Block, 900 Bay St., 8th Flr.

Queen's Park, Toronto M7A 1L2

416-965-5241

Toll-free: 1-800-268-3748

Area Code 807, ask operator for Zenith 47720

Student Awards Branch has many student awards programs that offer **financial assistance** in the form of **loans, grants or bursaries** to Ontario **students** studying at colleges and universities. Administers five plans based on financial need under the **Ontario Student Assistance Program (OSAP): Ontario Study Grant Plan, Canada Student Loans Plan, Ontario Student Loans Plan, Ontario Special Bursary Plan, and Ontario Work-Study Plan**. The branch also awards **fellowships or scholarships** for outstanding university graduate work: The **Ontario Graduate Scholarship, The Sir John A. Macdonald Graduate Fellowship, Ontario-Quebec Exchange Fellowship** and The **Queen Elizabeth II Ontario Scholarships**. Has programs for students and teachers for bilingual study: **Fellowships for Studying in French, Teacher's Summer Bursary, French Language Instructional Units Teacher's Bursary Program (Winter Session) and Summer Language Bursary Program**. Students should apply through the Financial Aid Office located at the post-secondary institution of their choice. For private or out-of-province institutions, contact this branch.

#### SKILLS DEVELOPMENT DIVISION

##### COLLEGE AFFAIRS BRANCH

MCU 4

Mowat Block, 900 Bay St., 10th Flr.

Queen's Park, Toronto M7A 1L2

416-965-5375

College Affairs Branch is responsible for the delivery of divisional programs designed to contribute to Ontario's economic growth by assisting employers and individuals to achieve their **skills development** goals.

The branch is responsible for planning and policy formulation and implementation for the **colleges of applied arts and technology (CAATs)**, often called community colleges. The branch provides operating and capital **grants** to the colleges. The colleges work closely with Canada Employment Centres in providing skilled **vocational** training under the National Institutional Training Program. For information about programs, contact the local colleges.

The branch acts as the secretariat for the **Ontario Council of Regents for CAATs**. The branch negotiates, on behalf of the Ontario Council of Regents, collective agreements for the colleges' unionized staff. It also develops and administers personnel policies on behalf of the Ontario Council of Regents.

The branch also administers **Apprenticeship, Employer Sponsored Training, Training in Business and Industry (TIBI), Ontario Career Action Program (OCAP), Ontario Training**



**Incentive Program (OTIP), Linkage, Women's Programs** and programs under the new **National Training Act**, including the **National Institutional Training (NIT)**, **Critical Trades Skills Training (CTST)** and **General Industrial Training (GIT)**.

The branch is responsible for special initiatives, such as encouraging women to enter the skilled occupations and for liaison with the Province's **Community Industrial Training Committees (CITCs)**, which assess community needs for employment of skilled manpower and help to implement training for adults.

Communications with client groups and delivery organizations, such as officials of community colleges, Canada Employment and Immigration Commission and the Community Industrial Training Committees, will take place through this branch, thus ensuring a co-ordinated approach to all program and service delivery.

Regulations under the **Apprenticeship and Tradesmen's Qualification Act** set standards and conditions of training for employment in regulated trades. Compulsory trade certification is required for the following: construction (e.g., electricians, plumbers, refrigeration and air-conditioning mechanics, sheet metal workers, steam fitters, etc.); motive power trades (e.g., motor vehicle mechanics, auto body repairers); and service trades (e.g., hairstylists). Certification is voluntary for many other regulated trades (e.g., carpenters, machinists, tool and die makers, mould-makers).

Industrial Training Consultants are located in 28 communities throughout Ontario, listed below:

Ontario Government Building  
114 Worsley St.  
**Barrie L4M 1M1**  
705-737-1431  
If long distance ask  
operator for Zenith 20860

210 Dundas St. E., Ste. 305  
**Belleville K8N 5E8**  
613-968-5558  
If long distance ask  
operator for Zenith 20860

14 Holiday Inn Dr.  
P.O. Box 1750  
**Brantford N3T 5V7**  
519-756-5197  
If long distance ask  
operator for Zenith 20860

Ontario Government Building  
Oxford St., P.O. Box 1511  
**Brockville K6V 5Y6**  
613-342-5481  
If long distance ask  
operator for Zenith 20860

St. Clair College  
Thames Campus  
P.O. Box 2017  
**Chatham N7M 5W4**  
519-354-9100

St. Lawrence College  
Mille Roches Hall  
801-4th St. E.  
**Cornwall K6H 2K2**  
613-938-9702  
If long distance ask  
operator for Zenith 20860

Ontario Government Building  
119 King St. W., 7th Flr.  
P.O. Box 2112  
**Hamilton L8N 3Z9**  
416-521-7764  
If long distance ask  
operator for Zenith 20860

37 Main St. S.  
**Kenora P9N 1S8**  
807-468-3325  
If long distance ask  
operator for Zenith 20860

Ontario Government Building

1055 Princess St., Ste. 306

**Kingston K7L 5T3**

613-547-2271

If long distance ask

operator for Zenith 20860

520 First St., Unit 19

**London N5V 3C6**

519-453-7190

If long distance

dial 1-800-265-1050

1500 Fisher St.

Northgate Plaza, 2nd Flr.

**North Bay P1B 2H3**

705-474-5546

If long distance ask

operator for Zenith 20860

132 Allan St.

**Oakville L6J 3N5**

416-842-2454

If long distance ask

operator for Zenith 20860

Durham College

Adult Training Centre

P.O. Box 385

**Oshawa L1H 7L7**

416-576-0171

If long distance ask

operator for Zenith 20860

1355 Bank St., Ste. 406

**Ottawa K1H 8K7**

613-731-7100

If long distance ask

operator for Zenith 20860

220 11th St. E., Ste. 108

Nor-Towne Plaza

**Owen Sound N4K 1T9**

519-376-5790

If long distance ask

operator for Zenith 20860

315 Pembroke St. E.

Room 101

**Pembroke K8A 3K2**

613-735-3911

If long distance ask

operator for Zenith 20860

306 George St. N.

**Peterborough K9J 3H2**

705-743-4172

If long distance ask

operator for Zenith 20860

Court House Building

59 Church St., Room 4124

P.O. Box 1240

**St. Catharines L2R 7A7**

416-684-8543

If long distance ask

operator for Zenith 20860

1323 Exmouth St., Ste. 203

**Sarnia N7S 3Y1**

519-542-7705

If long distance ask

operator for Zenith 20860

421 Bay St.

Station Tower, 4th Flr.

**Sault Ste. Marie P6A 1X3**

705-942-4420

If long distance ask

operator for Zenith 20860

450 Notre Dame Ave.

**Sudbury P3C 5K8**

705-675-4481

If long distance ask

operator for Zenith 20860

1265 East Arthur St.

West Arthur Place, 4th Flr.

**Thunder Bay P7E 6E7**

807-475-1605

If long distance ask

operator for Zenith 20860



20 Wilcox St.  
**Timmins P4N 3K6**  
 705-264-2354  
 If long distance ask  
 operator for Zenith 20860

558 Yonge St., 2nd Flr.  
**Toronto M4Y 1Z1**  
 416-965-4211  
 (Central)

2380A Eglinton Ave. E.  
 Kenlinton Plaza, 2nd Flr.  
**Toronto M1K 5G5**  
 416-750-3533  
 (East)

3232 Bloor St. W., 2nd Flr.  
**Toronto M8X 1E5**  
 416-233-3281  
 (West)  
 If long distance ask  
 operator for Zenith 20860

421 King St. N.  
**Waterloo N2J 4E4**  
 519-884-5460  
 If long distance ask  
 operator for Zenith 20860

1427 Ouellette Ave., 2nd Flr.  
**Windsor N8X 1K1**  
 519-254-8654  
 If long distance ask  
 operator for Zenith 20860

**COLLEGE AFFAIRS BRANCH**  
**PRIVATE VOCATIONAL SCHOOLS**  
 Mowat Block, 900 Bay St., 9th Flr.  
 Queen's Park, Toronto M7A 1L2  
 416-965-5348

MCU 5

The Private Vocational Schools section of the College Affairs Branch is responsible for registering and regulating private vocational schools throughout the Province.

**PLANNING AND DEVELOPMENT BRANCH**  
 Mowat Block, 900 Bay St., 16th Flr.  
 Queen's Park, Toronto M7A 1L2  
 416-965-4051

MCU 6

Branch functions include: financial and strategic planning for all divisional programs; federal-provincial negotiations; interministerial coordination; development of regulations, legislation and program policy guidelines; analysis of labour market information; occupational analyses, profile and training standard development; modular program development; trade examinations development; and program audit and evaluation.

**OPERATIONS BRANCH**  
 Mowat Block, 900 Bay St., 10th Flr.  
 Queen's Park, Toronto M7A 1L2  
 416-965-4201

MCU 7

The Operations Branch provides administrative support and data processing services to the Skills Development Division. This branch also includes the **Ontario College Information System (OCIS)**.

## AGENCIES

For some background information on ministerial agencies, boards and commissions, see the first entry under Royal Commissions, Special Purpose Bodies and Others (COMM 1). Some of this Ministry's agencies are listed below. For information on agencies not listed, contact this Ministry's information or communications branch.

## ONTARIO COUNCIL ON UNIVERSITY AFFAIRS

MCU 8

700 Bay St., 7th Flr.  
Toronto M5G 1Z6  
416-965-5233

The Ontario Council on University Affairs (OCUA) was established by order in council in 1974 and is an advisory body to the Minister of Colleges and Universities and the Lieutenant Governor in Council. The council may advise on any matters pertaining to the university system but regularly advises on the funding required, the allocation of funds, graduate and professional program approval and the **Ontario Graduate Scholarship** funding. In many ways, OCUA acts as a buffer between government and the 15 provincially assisted **universities, Ryerson Polytechnical Institute, the Ontario College of Art, the Ontario Institute for Studies in Education and the Bar Admission Course (Law Society of Upper Canada)**. The council is composed of a full-time chairman and 19 others who serve on a part-time basis. A small research staff supports the work of the council.

## ONTARIO COUNCIL OF REGENTS FOR CAATs

MCU 9

Mowat Block, 900 Bay St., 10th Flr.  
Queen's Park, Toronto M7A 1L2  
416-965-4234

Ontario Council of Regents for CAATs evaluates the effectiveness of **Colleges of Applied Arts and Technology (CAATs)**; provides policy guidelines; approves requests for new programs; approves master plans and their modifications; reviews college multi-year plans; establishes salaries, wages, and terms and conditions of employment for college staffs; establishes **collective bargaining** policy for academic and support staffs; and appoints the Boards of Governors. The Council has a full-time executive secretary but additional secretariat services are provided by the Ministry of Colleges and Universities', College Affairs Branch.

## COLLEGE RELATIONS COMMISSION

MCU 10

111 Avenue Rd., Ste. 400  
Toronto M5R 3J8  
416-922-7679

College Relations Commission was established in 1975 to oversee the **collective bargaining** process between the **Ontario Council of Regents for CAATs (Colleges of Applied Arts and Technology)** and the **Ontario Public Service Employees Union** representing both academic and support staff. The commission monitors and assists in negotiations, supervises staff votes and advises the Lieutenant Governor in Council when a strike or lockout is jeopardizing student education.



## ACTS

## ACTS

MCU 11

The following is a list of Acts administered by the Ministry of Colleges and Universities. For information on which branches administer the Acts, see the Key Word Index or contact Ministry of Education's Legislation Branch or information/communications branch.

Apprenticeship and Tradesmen's Qualification Act  
 Brock University Act, 1964  
 Carleton University Act, 1952  
 Colleges Collective Bargaining Act  
 Lakehead University Act, 1965  
 Laurentian University of Sudbury Act, 1960  
 McMaster University Act, 1957  
 Ministry of Colleges and Universities Act  
 Ontario College of Art Act, 1968-69  
 Osgoode Hall Law School Scholarships Act, 1968-69  
 Private Vocational Schools Act  
 Ryerson Polytechnical Institute Act, 1977  
 Sunnybrook Hospital Act, 1966  
 Trent University Act, 1962-63  
 University of Guelph Act, 1964  
 University of Ottawa Act, 1965  
 University of Toronto Act, 1971  
 University of Waterloo Act, 1972  
 University of Western Ontario Act, 1967  
 University of Windsor Act, 1962-63  
 Wilfred Laurier University Act, 1973  
 York University Act, 1965

## MINISTRY OF COMMUNITY AND SOCIAL SERVICES

Hepburn Block, 80 Grosvenor St.  
Queen's Park, Toronto M7A 1E9

The Ministry of Community and Social Services was originally established in 1930 as the Department of Public Welfare. This department was formed as a result of the Ross Commission on Public Welfare and comprised an amalgamation of the Old Age Pensions, the Mother's Allowance and the Children's Aid branches which previously were administered by the Provincial Secretary, along with the Unemployment Relief branch from the Department of Labour. In 1967 the name was changed to the Department of Social and Family Services, which was maintained until 1972. In that year, the current Ministry was established under the Ministry of Community and Social Services Act.

In 1974 the Mental Retardation program of the Ontario Government under the Developmental Services Act was transferred to the Ministry from the Ministry of Health. (Currently, there are 16 facilities directly operated by the Ministry and 11 facilities operated by community-based Boards of Directors. In addition the Ministry provides for community-based programs for developmentally handicapped children and adults through associations for the mentally retarded.) In 1977 children's services programs from the Ministries of Health, Correctional Services and the Attorney General were transferred to the Ministry.

Administration of Ministry funded and direct-delivery programs across the province are decentralized to four administrative regional offices and 13 area offices within these regions.

### DEPUTY MINISTER'S OFFICE

#### COMMUNICATIONS GROUP

Hepburn Block, 7th Flr.  
Queen's Park, Toronto M7A 1E9  
416-965-7825

COMSOC 1

The group informs the public, client groups and the media about the Ministry's programs and activities. It establishes communications policy for the Ministry and advises staff on communications planning. It provides communications support to the Minister and the Deputy Minister. Its activities include media liaison, answering public inquiries, producing and distributing publications, news releases, audio-visual materials and directing advertising campaigns. Also, it provides public relations assistance, (e.g. consultation, publications, films, conferences, displays, etc.) to the public, municipalities and social agencies to explain Ministry programs.

The group also provides an internal conduit for quick responses to many important and contentious operations and policy issues which arise from questions in the Legislature, from the press and from other contacts within the Minister's, the Deputy Minister's and the Assistant Deputy Minister's offices. It answers information inquiries that cannot be transferred to the regional or area offices and provides executive and administrative assistance to the offices of the Deputy Minister and the Assistant Deputy Minister, Operations Division.



**FRENCH LANGUAGE SERVICES**

COMSOC 2

Macdonald Block, Rm. M1-50  
 Queen's Park, Toronto M7A 1E9  
 416-965-9794

The French Language Services Coordinator implements the government's policy on French language services (the provision of such services to the Franco-Ontarian public) within the Ministry.

**SERVICES EN FRANCAIS**

Le coordonnateur des services en français de ce Ministère est responsable de la mise en oeuvre de la politique du gouvernement en matière de services en langue française (service aux Franco-Ontariens en langue française).

**LEGAL SERVICES BRANCH**

COMSOC 3

Hepburn Block, 4th Flr.  
 Queen's Park, Toronto M7A 1E9  
 416-965-5147 & 416-965-5148

Legal Services Branch counsels the Ministry on legal matters, including the interpretation of statutes and regulations and the preparation and review of proposed legislation, regulations and other legal documents. It supplies the Ministry with general legal services such as preparing litigation, the settlement of claims, acting at court hearings, etc.. The Legal Services Branch is responsible to the Ministry of the Attorney General.

**OPERATIONS DIVISION****OPERATIONS DIVISION, CHILDREN'S AND ADULTS' SERVICES**

COMSOC 4

Hepburn Block, 6th Flr.  
 Queen's Park, Toronto M7A 1E9  
 416-965-7683

Headed by an Assistant Deputy Minister, the Operations Division is responsible for the delivery of all existing children's and adults' services programs within this Ministry. Operations services include all decentralized program delivery structures plus centralized operational support planning and control mechanisms. Decentralized service delivery will be undertaken through the Regional Directors and Area Managers in the Ministry's regional, area and local offices, and through all provincially run facilities (i.e., those for the developmentally handicapped, the training schools, and observation and detention homes for children). The functions of the Regional Directors and the area offices are described under the Regional Organization entry, COMSOC 7.

**OPERATIONAL SUPPORT BRANCH**

COMSOC 5

700 Bay St., 9th Flr.  
 Toronto M7A 1E9  
 416-965-4363

This branch provides operational and support services to the Assistant Deputy Minister of Operations, as well as support services to the Ministry's regional, area and local offices and municipal- and agency-delivered social service programs.

Operations responsibilities include program coordination with the regions. Adoption Co-

ordinator (965-2802) coordinates provincial, national and international **adoption** services, maintains the **Adoption Registry** and prepares the syndicated newspaper column, **Today's Child**, as an adoption aid (965-6559).

Support services include **financial assistance** to community-based community support programs. The community support programs include **debt** and **credit** counselling services, **family counselling** services, **homemakers** and **nursing** services, half-way houses for **alcoholics**, former **inmates** or ex-offenders and the socially disadvantaged, and support services for physically **disabled** adults in designated projects. For information and services relating to specific programs, contact the area and local offices listed under this Ministry's Regional Organization entry, COMSOC 7.

#### OPERATIONAL SUPPORT BRANCH TRAINING AND DEVELOPMENT UNIT

COMSOC 6

700 Bay St., 11th Flr.

Toronto M7A 1E9

416-965-6211

The section develops policy, process and strategy in training and development and provides a consultative and advisory service across the Ministry. It coordinates implementation of training and development services and its staff of trainers are available to work with managers and staff throughout the Province. The section has a corporate mandate, administers the Educational Leave & Assistance Policy, has information resource banks on training opportunities and resources, and develops short programs on request. It supports corporate initiatives where training and/or presentations are required, and is available to advise on the technical aspects of presentations. The section is responsible for the Annual Training & Development Report to the Civil Service Commission and Women's Crown Employees Office.

#### REGIONAL ORGANIZATION CHILDREN'S AND ADULTS' OPERATIONS REGIONAL, AREA AND LOCAL OFFICES

COMSOC 7

To ensure effective service delivery in all parts of the Province, the Ministry's responsibilities are designated under four regions (North, Southeast, Southwest and Central). All regions are headed by a regional director and are responsible for an integrated service delivery of both adult and children's programs.

The Regional Directors provide general management (including resource allocation) and coordination for all Ministry-run and Ministry-funded programs within their four geographic areas. They carry out this responsibility by coordinating the activities of the area offices, the local offices for adults' services, the juvenile probation and aftercare field offices, and all provincially-run facilities (i.e., facilities for the developmentally handicapped, the training schools and observation and detention homes for children).

Programs pertaining to Adults' Services and delivered by the area and local offices include: Family Benefits; Vocational Rehabilitation Maintenance Allowances; Handicapped Children's Allowance; General Welfare Assistance (administered by municipalities and Indian Band Councils or by the Province in unorganized territories); Work Incentive Programs for adults; and the Senior Citizens' Program. These programs, along with the Soldiers' Aid Commission, are described in individual entries.

Programs pertaining to Children's Services and delivered by the area offices include:



Child Welfare (Children's Aid Societies); Day Nurseries; Children's Institutions; Probation and Aftercare services for Children (Juvenile Corrections); Children's Mental Health Services; and Community Programs for developmentally handicapped children. These programs are described in individual entries.

The functions of the facilities for the developmentally handicapped (COMSOC 8) and the Juvenile Corrections Program which includes probation and aftercare offices, training schools and detention homes for children (COMSOC 9) are described in entries which follow. A list of the facilities and offices is part of the appropriate description.

The Ministry's regional, area and local offices are listed below.

## CENTRAL REGION

*Regional Director*  
2195 Yonge St., 10th Flr.  
**Toronto M7A 1G2**  
416-963-1010

*Barrie Area Office*  
70 Collier St.  
Box 910  
**Barrie L4M 4Y6**  
705-737-1311

If long distance  
dial 1-800-461-7551

*York Local Office, Adults'*  
251 Edward St.  
**Aurora L4G 3M7**  
416-727-3156

*Local Office, Adults'*  
168 Hurontario St.  
Box 155  
**Collingwood L9Y 2M2**  
705-445-4461

*Local Office, Adults'*  
265 First St.  
Box 398  
**Midland L4R 3N8**  
705-526-3744

*Local Office, Adults'*  
80 Colborne St. W.  
**Orillia L3V 2Y7**  
705-325-7408

*Local Office, Adults'*  
70 First St., Ste 102  
**Orangeville L9W 2E5**  
519-941-5101  
If long distance ask  
operator for Zenith 66230

*Mississauga Area Office*  
90 Dundas St. W., 2nd Flr.  
**Mississauga L5B 2T5**  
416-276-7670

*Toronto Area Office, Adults'*  
110 Eglinton Ave. W., 5th Flr.  
**Toronto M4R 2C9**  
416-965-8449  
416-965-5103 (Senior Citizens)

*Local Office, Adults'*  
110 Eglinton Ave. W., 4th Flr.  
**Toronto M4R 2C9**  
416-487-4392  
416-965-5103 (Senior Citizens)  
(Northwest)

*Local Office, Adults'*  
252 Parliament St.  
**Toronto M5A 3A4**  
416-362-6111  
416-965-5103 (Senior Citizens)  
(Southeast)

*Local Office, Adults'*  
1911 Eglinton Ave. E.  
**Toronto M1L 2L6**  
416-752-6625  
416-965-5103 (Senior Citizens)  
(Northeast)

*Local Office, Adults'*  
121 Kennedy Ave., 2nd Flr.  
**Toronto M6S 2X8**  
416-763-3631  
416-965-5103 (Senior Citizens)  
(Southwest)

*Area Office, Children's Services*  
110 Eglinton Ave. W.  
**Toronto M4R 2C9**  
416-481-5156 (Regional)  
416-965-5340 (Area)  
(Serves Toronto Area)

### **SOUTHWEST REGION**

*Regional Director*  
195 Dufferin Ave., 5th Flr.  
**London N6A 1K7**  
519-438-8344

*Hamilton Area Office*  
*Adults' & Children's*  
119 King St. W., 6th Flr.  
P.O. Box 2112  
**Hamilton L8N 3Z9**  
416-521-7280

*Local Office, Adults'*  
7 Charlotte St.  
**Brantford N3T 5W7**  
519-756-5790

*Local Office, Adults'*  
4609 Crysler Ave.  
Thomas Building  
**Niagara Falls L2E 4C9**  
416-357-0363

*Local Office, Adults'*  
110 James St.  
Box 176  
**St. Catharines L2R 6S4**  
416-688-3022  
If long distance ask  
operator for Zenith 21370

*Local Office, Adults'*  
266 Division St.  
**Welland L3B 4A4**  
416-735-6510

*London Area Office, Adults'*  
495 Richmond St., 6th Flr.  
**London N6A 5A9**  
519-438-5111  
If long distance  
dial 1-800-265-4197

*Local Office, Adults'*  
17 Rattenbury St.  
P.O. Box 1150  
**Clinton N0M 1L0**  
519-482-3971

*Local Office, Adults'*  
101 Union St.  
**Simcoe N3Y 2A6**  
519-426-9350

*Local Office, Adults'*  
194 Ontario St.  
**Stratford N5A 3H4**  
519-271-1530

*Local Office, Adults'*  
499 Talbot St.  
**St. Thomas N5P 1C3**  
519-631-3032

*Area Office, Adults' & Children*  
Waterloo Square  
75 King St. S.  
**Waterloo N2J 1P2**  
519-886-4700  
If long distance ask  
operator for Zenith 37610  
(Grey, Bruce, Waterloo, Wellington)

*Local Office, Adults'*  
73 Water St. N.  
**Cambridge N1R 7L6**  
519-623-1230



*Local Office, Adults'*  
15 60 Baker St.  
Wynamere Bldg.  
**Guelph N1H 4G1**  
519-822-7500

*Local Office, Adults'*  
945 3rd Ave. E.  
**Owen Sound N4K 5R4**  
519-376-1951  
If long distance ask  
operator for Zenith 21370

*Local Office, Adults'*  
1 Victoria St.  
**Walkerton N0G 2V0**  
519-881-0977

*Windsor Area Office, Adults' & Children*  
250 Windsor Ave., 1st Flr.  
**Windsor N9A 6V9**  
519-254-1651  
If long distance ask  
operator for Zenith 21370

*Local Office, Adults'*  
48 Fifth St.  
**Chatham N7M 4V7**  
519-352-5040

*Local Office, Adults'*  
18 Selkirk Ave.  
**Leamington N8H 3B3**  
519-326-2511

*Local Office, Adults'*  
546 Christina St. N.  
**Sarnia N7T 5W6**  
519-337-3246  
If long distance ask  
operator for Zenith 21370

*Area Office, Children's Services*  
195 Dufferin Ave.  
**London N6A 1K7**  
519-438-8344 (Regional)  
519-438-8387 (Area)  
For toll-free number check the  
blue pages of telephone directory  
(Elgin, Haldimand-Norfolk  
Huron, Middlesex, Oxford & Perth)

## SOUTHEAST REGION

*Regional Director*  
336 Alfred St.  
**Kingston K7L 3S5**  
613-547-2214

*Area Office, Adults' & Children*  
1055 Princess St., Ste. 103  
**Kingston K7L 5T3**  
613-547-3431  
For toll-free number check the  
blue pages of telephone directory  
(Dundas, Glengarry, Leeds & Grenville,  
Lanark, Ottawa-Carleton, Stormont,  
Renfrew, Prescott & Russell, Frontenac,  
Hastings, Lennox & Addington,  
Prince Edward)

*Local Office, Adults'*  
Hasting Centennial Manor  
Box 99  
**Bancroft K0L 1C0**  
613-332-3410  
If long distance ask  
operator for Zenith 21370

*Local Office, Adults'*  
14 Bridge St. W.  
Box 816  
**Belleville K8N 3B5**  
613-962-9562  
If long distance ask  
operator for Zenith 21370

*Local Area Office, Adults'*  
51 King St. E.  
**Brockville K6V 1A7**  
613-345-1200  
If long distance  
dial 1-800-267-0834

*Local Office, Adults'*  
17 Market Square  
**Napanee K7R 1K7**  
613-354-9447  
If long distance ask  
operator for Zenith 21370

*Local Office, Adults*  
County of Lanark Admin. Offices  
Sunset Blvd., Box 37  
**Perth K7H 3E7**  
613-267-4200

*Ottawa Area Office, Adults'*  
10 (Rue) Rideau St.  
**Ottawa K1N 9J1**  
613-234-1188

*Local Office, Adults'*  
28 Main St. N.  
Box 520  
**Alexandria K0C 1A0**  
613-525-3524  
If long distance ask  
operator for Zenith 35500

*Local Office, Adults'*  
Opeongo Line, 2nd Flr.  
**Barry's Bay K0J 1B0**  
613-756-3506  
If long distance ask  
operator for Zenith 21370

*Local Office, Adults'*  
St. Isidore Rd.  
Box 309  
**Casselman K0A 1M0**  
613-764-3115

*Local Office, Adults'*  
4 Montreal Rd., 3rd Flr.  
**Cornwall K6H 1B1**  
613-932-3381  
If long distance ask  
operator for Zenith 35500

*Local Office, Adults'*  
21 Nelson St.  
Box 188  
**Hawkesbury K6A 1L4**  
613-632-0142  
If long distance ask  
operator for Zenith 35500

*Local Office, Adults'*  
Old High School  
Ottawa St., Box 622  
**Morrisburg K0C 1X0**  
613-543-2811  
If long distance ask  
operator for Zenith 21370

*Local Office, Adults'*  
169 William St.  
**Pembroke K8A 1N7**  
613-732-2631

*Local Office, Adults'*  
315 Raglan St. S.  
**Renfrew K7V 1R6**  
613-432-4886  
If long distance ask  
operator for Zenith 21370

*Peterborough Area Office, Adults'*  
60 Hunter St. E.  
**Peterborough K9J 1G5**  
705-742-9292  
If long distance ask  
operator for Zenith 21370

*Local Office, Adults'*  
322 Kent St. W.  
Box 7000  
**Lindsay K9V 5E5**  
705-324-6128  
If long distance ask  
operator for Zenith 49740



*Local Office, Adults'*

11 Simcoe St. N., Ste. 201

**Oshawa L1G 4R7**

416-576-9001

If long distance ask  
operator for Zenith 49740*Local Office, Adults'*

60 Hunter St. E.

**Peterborough K9H 1G5**

705-742-9292

If long distance ask  
operator for Zenith 49740*Local Office, Adults'*

38 Walton St., Ste. 4

**Port Hope L1A 1N1**

416-885-6386

If long distance check  
blue pages of telephone directory*Area Office, Children's Services*

10 (Rue) Rideau St.

**Ottawa K1N 9J1**

613-234-1188

If long distance  
dial 1-800-268-7507*Area Office, Children's Services*

60 Hunter St. E.

**Peterborough K9J 1G5**

705-743-1624

If long distance ask  
operator for Zenith 37610  
(Durham, Haliburton, Northumberland,  
Peterborough & Victoria)**NORTH REGION***Regional Director*

473 Queen St. E., 2nd Flr.

**Sault Ste. Marie P6A 1Z5**

705-949-8052

*Sudbury Area Office*

111 Larch St., 8th Flr.

**Sudbury P3E 4T5**

705-675-4541

*Sudbury District Office*

111 Larch St., 8th Flr.

**Sudbury P3E 4T5**

705-675-4544

If long distance ask  
operator for Zenith 35500*Local Office*

199 Larch St., 5th Flr.

**Sudbury P3E 5E9**

705-675-4515

Zenith 35500

*Local Office*

14 Young St.

**Chapleau P0M 1Z0**

705-864-0429

*Local Office*

Espanola Mall, Hwy. 68

**Espanola P0P 1C0**

705-869-1532

*Local Office*

Meredith/Eleanor Sts.

**Gore Bay, Manitoulin Is. P0P 1Z0**

705-282-2288

*Sault Ste. Marie District Office*

123 March St., 3rd Flr.

Box 68

**Sault Ste. Marie P6A 2Z5**

705-256-5666

*Local Office*

123 March St., Ste. 304

Box 68

**Sault Ste. Marie P6A 2Z5**

705-256-5666

If long distance ask  
operator for Zenith 21370*Local Office*

4 Michigan Ave.

**Blind River P0R 1B0**

705-356-2263

If long distance ask  
operator for Zenith 21370

*Local Office*  
9 Ontario Ave.  
**Elliot Lake P5A 1M7**  
705-848-7153

*Local Office*  
54 Broadway Ave., Ste. 4  
**Wawa P0S 1K0**  
705-856-2303  
If long distance ask  
operator for Zenith 21370

*North Bay Area Office*  
222 McIntyre St. W.  
**North Bay P1B 2Y8**  
705-474-4452

*North Bay District Office*  
222 McIntyre St. W.  
**North Bay P1B 2Y8**  
705-474-3540

*Local Office*  
222 McIntyre St. W., Ste. 408  
**North Bay P1B 2Y8**  
705-474-3540  
If long distance ask  
operator for Zenith 35500

*Local Office*  
274 Manitoba Ave.  
Box 838  
**Bracebridge P0B 1C0**  
705-645-2991  
If long distance ask  
operator for Zenith 21370

*Local Office*  
76 Church St.  
**Parry Sound P2A 1Z1**  
705-746-2717  
If long distance ask  
operator for Zenith 21370

*Local Office*  
Hwy. 11, Toronto Ave. N.  
Box 161  
**South River P0A 1X0**  
705-386-2571  
If long distance ask  
operator for Zenith 35500

*Local Office*  
53A William St., 3rd Flr.  
Box 160  
**Sturgeon Falls**  
705-753-1611  
If long distance ask  
operator for Zenith 35500

*Timmins District Office*  
11 Elm St. N.  
**Timmins P4N 6A3**  
705-267-7901

*Local Office*  
241 Eighth St., Box 310  
**Cochrane P0L 1C0**  
705-272-4846

*Local Office*  
1405 Edward St.  
**Hearst P0L 1N0**  
705-362-4238

*Local Office*  
22 Byng Ave., Box 44  
**Kapuskasing P5N 1W4**  
705-335-6108

*Local Office*  
8 Hudson Bay Ave., Box 398  
**Kirkland Lake P2N 3J1**  
705-567-3391  
If long distance ask  
operator for Zenith 21370

*Local Office*  
First St., Box 160  
**Moosonee P0L 1Y0**  
705-336-2984



*Local Office*

310 Whitewood Ave., Box 2260

**New Liskeard P0J 1P0**

705-647-7447

*Local Office*

11 Elm St. N.

**Timmins P4N 6A3**

705-267-7901

*Thunder Bay Area Office*

710 Victoria Ave., 3rd Flr.

**Thunder Bay P7C 1P7**

807-475-1345/1515

If long distance ask  
operator for Zenith 21370

*Thunder Bay District Office*

710 Victoria Ave., 3rd Flr.

**Thunder Bay P7C 1P7**

807-475-1345

*Local Office*

1405 Main St., Box 1029

**Geraldton P0T 1M0**

807-854-1840

If long distance ask  
operator for Zenith 21370

*Keewatin District Office*

104 Government Rd., Box 429

**Keewatin P0X 1C0**

807-547-2801

Zenith 21370

*Local Office*

475 Government Rd.

Box 3000

**Dryden P8N 2P6**

807-223-2241

*Local Office*

338 Scott St.

Box 760

**Fort Frances P6A 1G9**

807-274-9846

*Local Office*

104 Government Rd., Box 429

**Keewatin P0X 1C0**

807-547-2801

If long distance ask  
operator for Zenith 21370

*Local Office*

Ontario Government Bldg.

Box 827

**Red Lake P0V 2M0**

807-727-2174

*Local Office*

110 Front St., Box 338

**Sioux Lookout P0V 2T0**

807-737-3813

## REGIONAL ORGANIZATION

COMSOC 8

## CHILDREN'S AND ADULTS' OPERATIONS

## FACILITIES FOR DEVELOPMENTALLY HANDICAPPED

The Ministry delivers treatment and training programs and services to the developmentally handicapped through 16 government-operated and 10 local community-board operated **mental retardation** facilities. These facilities for the developmentally handicapped fall under regional jurisdiction. The facilities which are owned and operated by the Ministry are listed below:

**CENTRAL REGION**

*Adult Occupational Centre  
Edgar*

P.O. Box 12000  
**Barrie L4M 4W3**  
705-728-6910

*Pine Ridge*  
P.O. Box 130  
**Aurora L4G 3H3**  
416-364-6269

*Huron Regional Centre*  
P.O. Box 1000  
**Orillia L3V 6L2**  
705-326-7361

*Surrey Place Centre*  
2 Surrey Place  
**Toronto M5S 2C2**  
416-925-5141

**NORTHERN REGION**

*Muskoka Centre*  
P.O. Box 280  
**Gravenhurst P0C 1G0**  
705-687-2201

*Northwestern Regional Centre*  
580 Algoma St. N.  
P.O. Box 3270  
**Thunder Bay P7B 5G4**  
807-345-0576

**SOUTHEASTERN REGION**

*D'Arcy Place*  
700 D'Arcy Street  
P.O. Box 110  
**Cobourg K9A 4L5**  
416-372-3341

*Prince Edward Heights*  
P.O. Box 440  
**Picton K0K 2T0**  
613-476-2104

*Rideau Regional Centre*  
P.O. Box 2000  
**Smiths Falls K7A 4T7**  
613-283-5533

*Durham Centre for the  
Developmentally Handicapped*  
P.O. Box 613  
**Whitby L1N 5S9**  
416-668-7745

**SOUTHWESTERN REGION**

*Oxford Regional Centre*  
P.O. Box 310  
**Woodstock N4S 7X9**  
519-539-1251

*Southwestern Regional Centre*  
*Cedar Springs*  
P.O. Box 1000  
**Blenheim N0P 1A0**  
519-676-5431

*Bluewater Centre*  
P.O. Box 71  
**Goderich N7A 3Y8**  
519-524-7331

*Children's Psychiatric Research  
Institute (C.P.R.I.)*  
P.O. Box 2460  
Terminal A  
**London N6A 4G6**  
519-471-2540

*Midwestern Regional Centre*  
P.O. Box 400  
**Palmerston N0G 2P0**  
519-343-2015

*St. Thomas Adult Rehabilitation  
and Training Centre (START)*  
P.O. Box 2025  
**St. Thomas N5P 3X1**  
519-633-4081



## REGIONAL ORGANIZATION

COMSOC 9

## JUVENILE CORRECTIONS PROGRAM

## TRAINING SCHOOLS, OBSERVATION AND DETENTION HOMES

## PROBATION AND AFTERCARE OFFICES

The Juvenile Corrections Program provides observation and detention services (in observation and detention **homes**) for juveniles awaiting court disposition. Supervises juveniles placed on **probation** by family court judges. Operates residential **training schools** for delinquent children or youth. Operates residential training schools for children or youth adjudged delinquent by a family court judge. Through aftercare services, supervises wards graduated from training schools and placed in community programs.

Services and information concerning the Juvenile Corrections Program are delivered through the children's services area offices listed under this Ministry's Regional Organization entry (COMSOC 7) or through the institutions listed below.

Training schools, observation and detention homes, probation and aftercare offices and the children's mental health centre, **Thistletown Regional Centre** (416-741-1210), are listed below.

## TRAINING SCHOOLS

*Project DARE*

P.O. Box 2000

**South River P0A 1X0***Brookside Training School*

Box 159

**Cobourg K9A 4K6**

416-372-5451

*Syl-Apps Youth Centre (Training School)*

Box 9100

**Oakville L6J 5E8**

416-844-4110

*Sprucedale Training School*

Box 606

**Simcoe N3Y 4L8**

519-426-3561

*Cecil Facer Training School*

Box 850

**Sudbury P3E 4S3**

705-522-1250

*St. John's Training School (Private Training School)*

R.R. 2

Box 5000

**Uxbridge L0C 1K0**

416-364-0556

## OBSERVATION AND DETENTION HOMES

*Morton House*

67 Burton Ave.

**Barrie L4N 2R5**

705-737-2441

*Arrell Observation Home for Children*

1051 Upper James St.

**Hamilton L9C 3A6**

416-385-5341

*Juvenile Detention Centre*

1670 Oxford St. E.

**London N5V 3G2**

519-453-7070

*Observation and Detention House*

475 Iroquois Shore Rd.

**Oakville L9J 5E8**

416-844-4110

*Juvenile Observation and  
Detention Home*  
1145 Bronson Place  
**Ottawa K1S 4H4**  
613-566-3970

*Children's Mental Health Centre  
Thistletown Regional Centre*  
51 Panorama Court  
**Rexdale N9V 4L8**  
416-741-1210

*Observation and Detention Home*  
139 Pim St.  
**Sault Ste. Marie P6A 3G9**  
705-256-5987

*Observation and Detention Home*  
354 George St.  
**Toronto M5A 2N3**  
416-923-6051

*Yorklea I*  
67 Everett Cres.  
**Toronto M4C 4P4**  
416-425-5770

*Yorklea IV*  
207-207A Roxton Rd.  
**Toronto M6J 2Y4**  
416-534-7783

**JUVENILE PROBATION AND  
AFTERCARE**

2500 Lawrence Ave. E.  
**Scarborough M1R 2R7**  
416-750-3387

50 Commercial Ave., Ste. 9  
**Ajax L1S 2H5**  
416-683-1250

114 Worsley St.  
**Barrie L4M 1N1**  
705-737-3801

14 Bridge St. W., 2nd Flr.  
Box 816  
**Belleville K8P 1H7**  
613-966-4302

274 Manitoba Ave.  
Box 63  
**Bracebridge P0B 1C0**  
705-645-4411

20 Nelson St. W.  
Ste. 201 and 203  
**Brampton L6X 2M5**  
416-456-3430

100 Wellington Sq.  
City Hall, 2nd Flr.  
**Brantford N3T 2M3**  
519-752-6505

51 King St. E.  
**Brockville K6V 1A8**  
613-342-4033

440 Elizabeth St.  
**Burlington L7R 2M1**  
416-639-5371

150 Main St.  
The Mall, 3rd Flr.  
**Cambridge N1R 1W4**  
519-623-7271 (Probation)

Box 460  
Munsey St.  
Court House  
**Cayuga N0A 1E0**  
416-772-5303

48 Fifth St., 2nd Flr.  
**Chatham N7M 5W3**  
519-352-1115

Brookside School  
390 King St. E.  
Box 159  
**Cobourg K9A 4K6**  
416-372-5451



Box 1119  
**Cochrane P0L 1C0**  
 705-272-4348

168 Hurontario St., Box 155  
**Collingwood L9Y 3Z5**  
 705-445-3301

502 Pitt St., 2nd Flr.  
**Cornwall K6J 3R5**  
 613-938-1581

479 Government Rd.  
 Ontario Govt. Bldg., 2nd Flr.  
 Box 3000  
**Dryden P8N 3B3**  
 807-223-3321

15 Huron Lodge  
 9 Ontario Ave.  
**Elliot Lake P5A 2K3**  
 705-848-7153

71 Centre St.  
 Box 1090  
**Espanola P0P 1C0**  
 705-869-2601

336 Scott St.  
 Box 248  
**Fort Frances P9A 1G9**  
 807-274-3208

1405 Main St.  
 Box 1029  
**Geraldton P0T 1M0**  
 807-854-0777

39 West St.  
 P.O. Box 403  
**Goderich N7A 4L7**  
 519-524-7780

P.O. Box 691  
**Guelph N1H 6L3**  
 519-836-1840

Court House  
 Box 624  
**Haileybury P0J 1K0**  
 705-672-3397

499 King St. E., 2nd Flr.  
 St. John's Place  
**Hamilton L8N 1E1**  
 416-525-1765

1405 Edward St.  
 Box 806  
**Hearst P0L 1N0**  
 705-362-5145

46 Queen St.  
 Box 295  
**Kapuskasing P5N 1H2**  
 705-335-8573

20 Main St. S., 2nd Flr.  
**Kenora P9N 1S7**  
 807-468-9881

736 Princess St.  
**Kingston K7L 1G3**  
 613-547-3424

8 Hudson Bay Ave.,  
**Kirkland Lake P2N 2H7**  
 705-567-5297

1190 King St. E.  
**Kitchener N2G 2N4**  
 519-744-6571

322 Kent St. W.  
 Box 7000  
**Lindsay K9V 5E5**  
 705-324-6128

80 Dundas St. Court House and  
 Registry Office  
 Terminal 'A', Box 5600  
**London N6A 2P3**  
 519-679-7220

303 Midland Ave.  
**Midland L4R 4N9**  
705-526-3715

491 Steeles Ave. E.  
**Milton L9T 1Y7**  
416-878-0302

90 Dundas St. W., 2nd Flr.  
**Mississauga L5B 1H4**  
416-276-7670

P.O. Box 336  
**Moosonee P0L 1Y0**  
705-336-2780

713 Davis Drive  
**Newmarket L3Y 2R3**  
416-895-1800

4627 St. Clair Ave.  
Box 201  
**Niagara Falls L2E 6T3**  
416-356-1776

222 McIntyre St. W., Ste. 310  
**North Bay P1B 2Y8**  
705-474-4616

Court House  
51 Zina St.  
**Orangeville L9W 1E5**  
519-941-1530

460 Main St.  
Box 309  
**L'Orignal**  
613-675-4630

80 Colborne St. W.  
**Orillia L3V 2Y7**  
705-325-7408

650 King St. E.  
Ste. 204/206  
**Oshawa L1H 1G5**  
416-723-1119

900 Lady Ellen Place  
**Ottawa K1Z 5L5**  
613-722-3494 (East)  
613-722-6507 (West)

945 Third Ave. E., Ste. 30  
P.O. Box 697  
**Owen Sound N4K 5R4**  
519-376-1951

3 Beechwood Drive  
**Parry Sound P2A 1J2**  
705-746-5809

124 Pembroke St. W.  
Box 275  
**Pembroke K8A 6X3**  
613-735-0608

P.O. Box 37  
**Perth K7H 3E2**  
613-267-6842

60 Hunter St. E.  
**Peterborough K9H 1G5**  
705-743-4206

110 James St., 5th Flr.  
P.O. Box 176  
**St. Catharines L2R 6S4**  
416-685-4897

145 Curtis St.  
Provincial Court  
P.O. Box 277  
**St. Thomas N5P 3T9**  
519-631-3430

546 Christina St. N., 6th Flr.  
**Sarnia N7T 5W5**  
519-337-3757

123 March St., 5th Flr.  
P.O. Box 353  
**Sault Ste. Marie P6A 5L8**  
705-949-0551

2500 Lawrence Ave. E., 2nd Flr.  
**Scarborough M1P 2R7**  
416-750-3387



Court House  
No. 3 Highway E.  
Box 605  
**Simcoe N3Y 4N4**  
519-428-0380

100 Erie St.  
**Stratford N5A 2M4**  
519-271-5220

Ontario Government Bldg.  
199 Larch St., Main Flr.  
**Sudbury P3E 5P9**  
705-675-4241

710 Victoria Ave., 3rd Flr.  
**Thunder Bay P7C 5P7**  
807-475-1485

38 Pine St. N., Ste. 129  
**Timmins P4N 6K6**  
705-267-7965

121 Kennedy Ave., 3rd Flr.  
**Toronto M6S 2X8**  
416-762-7381

194 Gerrard St. E.  
Main Flr.  
**Toronto M5A 3T4**  
416-965-9948

900 Dufferin St., Ste. 209  
**Toronto M6H 4B1**  
416-965-5177

2032 Gerrard St., E.  
**Toronto M4E 2B1**  
416-965-2295

2265 Keele St., Ste. 1  
**Toronto M6M 3Z7**  
416-248-3055

311 Jarvis St.  
**Toronto M5B 2C4**  
416-963-0664

11 Victoria St. N.  
P.O. Box 1058  
**Walkerton N0G 2V0**  
519-881-0977

75 King St. S., 5th Flr.  
Waterloo Square  
**Waterloo N2J 1P2**  
519-886-4700

250 Windsor Ave., 2nd Flr.  
**Windsor N9A 6V9**  
519-254-1651

## INCOME MAINTENANCE PROGRAMS

COMSOC 10

2195 Yonge St.  
Toronto M4S 2B2  
416-965-5142

The purpose of the Ontario Governments' Income Maintenance Program is to ensure a responsive system of financial assistance enabling persons in need to obtain a basic level of allowances and benefits and an opportunity for self development and independence. Income Maintenance programs include Family Benefits, Vocational Rehabilitation Maintenance Allowances, the Handicapped Children's Program, General Welfare Assistance, Work Incentive Programs and the Soldiers' Aid Commission. These programs are described individually in the entries that follow. All income maintenance programs (except General Welfare Assistance) are delivered through area and local offices listed under this Ministry's Regional Organization entry, COMSOC 7.

FAMILY BENEFITS  
INCOME MAINTENANCE PROGRAM  
2195 Yonge St.  
Toronto M4S 2B2

COMSOC 11

The Family Benefits Program provides **financial assistance** to persons who are in need for a prolonged period of time. It is intended for **sole support parents** raising children alone, **disabled persons**, **blind**, permanently **unemployable** persons, foster **children**, qualified elderly **women** over 60 and persons aged 65 or over. If need is demonstrated, a monthly **allowance** and other benefits (**health insurance**, prescribed **drugs**, **dental** care, eyeglasses, hearing aids) are provided. The allowance for the **disabled** and the **blind** is also known as **GAINS-D** (Guaranteed Annual Income System, Disabled). To apply for family benefits contact the area and local offices listed under this Ministry's Regional Organization entry, COMSOC 7.

GENERAL WELFARE ASSISTANCE  
INCOME MAINTENANCE PROGRAM  
2195 Yonge St.  
Toronto M4S 2B2

COMSOC 12

The General Welfare Assistance (**GWA**) Program provides short-term **financial assistance** to help pay for necessities when a person suffers loss of income. GWA is administered by municipalities and Indian Band Councils or by the Province in unorganized territories. GWA has four kinds of financial assistance based on need. General Assistance (**welfare**) provides for ordinary living expenses. Special Assistance provides for extraordinary living expenses, e.g., prescribed **drugs**, **dental** care, **prosthetics** (including eyeglasses, hearing aids) and for **burials**. Supplementary Aid is issued for extraordinary living expenses (as above) to recipients of Family Benefits, Old Age Security, Spouse's Allowance, **GAINS-A** (senior citizens), **GAINS-D** (blind and disabled). **Incentive Allowances** are paid to those under a work activity project. To apply for general welfare assistance, contact municipal welfare offices and Indian Band Councils. In unorganized territories contact the area and local offices listed under this Ministry's Regional Organization entry, COMSOC 7.

HANDICAPPED CHILDREN'S PROGRAM  
INCOME MAINTENANCE PROGRAM  
2195 Yonge St.  
Toronto M4S 2B2

COMSOC 13

The Handicapped Children's Program provides a special allowance of up to \$225 per month to eligible families caring for severely **disabled children** in their own homes. Services are delivered through the area and local offices listed under this Ministry's Regional Organization entry, COMSOC 7.

SOLDIERS' AID COMMISSION  
INCOME MAINTENANCE PROGRAM  
2195 Yonge St.  
Toronto M4S 2B2  
416-965-4891

COMSOC 14

The Soldiers' Aid Commission provides emergency **welfare** assistance to eligible war **veterans** and/or their dependents who are in need. Administers trust funds accruing from



bequests. Contact Commission or closest branch of the Department of Veterans Affairs (DVA) or Royal Canadian Legion.

VOCATIONAL REHABILITATION  
MAINTENANCE  
INCOME MAINTENANCE PROGRAM

COMSOC 15

2195 Yonge St.  
Toronto M4S 2B2  
416-965-4891

The Vocational Rehabilitation Maintenance Allowances Program is designed to provide **financial assistance** as a monthly income to **disabled** persons who are enrolled in a training program and are receiving services from the **Vocational Rehabilitation** Program. The Vocational Rehabilitation Program is described under the Vocational Rehabilitation Services Program entry, COMSOC 18. Services are delivered through the area and local offices listed under this Ministry's Regional Organization entry, COMSOC 7.

WORK INCENTIVE PROGRAM  
INCOME MAINTENANCE PROGRAM

COMSOC 16

2195 Yonge St.  
Toronto M4S 2B2

The Work Incentive Program provides a cash allowance for **disabled** and permanently **unemployable** people and for sole-support **parents** for a period of 24 months and other regular fringe benefits for 27 months to eligible Family Benefits recipients who return to full-time employment. To apply for work incentives, Family Benefits recipients should contact their fieldworker at the appropriate area or local office listed under this Ministry's Regional Organization entry, COMSOC 7.

SOCIAL SERVICES PROGRAMS

COMSOC 17

The social services programs which are administered through the Ministry's regional, area and local offices include employment programs, programs for the developmentally handicapped and the senior citizens' program. Each program is described individually under the entries that follow. For information on a specific program, contact the adults' services area and local offices listed under this Ministry's Regional Organization entry, COMSOC 7.

VOCATIONAL REHABILITATION SERVICES  
PROGRAM  
SOCIAL SERVICES PROGRAM

COMSOC 18

The Vocational Rehabilitation Services Program is designed to provide services to persons who are vocationally handicapped by physical, emotional or intellectual disabilities to prepare for and obtain **employment**.

Vocational **counselling**, assessment, training and **assistive devices** are offered to eligible **disabled persons**.

Individuals receive direct service through area and local offices. **Grants** are available to workshops and other organizations providing **vocational rehabilitation** services. See local offices listed under this Ministry's Regional Organization entry, COMSOC 7.

## PROGRAMS FOR DEVELOPMENTALLY HANDICAPPED ADULTS SOCIAL SERVICES PROGRAM

COMSOC 19

Programs for Developmentally Handicapped Adults provide **financial assistance** and program support for community-based programs designed to meet the needs of **developmentally handicapped (retarded)** adults in the areas of accommodation, **employment** and training, adult protective services (to enable developmentally handicapped adults to become self-sufficient in a community setting) and special support projects. Services are directly administered by local associations for the developmentally handicapped. A Coordinator for the developmentally handicapped works in each area office serving as a link between the Province and community groups in identifying and planning services for developmentally handicapped adults. These services are delivered through the Ministry's local offices listed under this Ministry's Regional Organization entry, COMSOC 7.

## SENIOR CITIZENS' PROGRAM SOCIAL SERVICES PROGRAM

COMSOC 20

Senior Citizens' Program provides consultation and operating subsidies (**grants**) to **homes for the aged**, residential and extended **health** care and social services in cooperation with municipalities, public and private groups. Assists in community outreach programs such as Home Support, Elderly Persons Centres, Senior Volunteers in Service, Link Skills and Retirement Planning.

**Homes for the aged** are operated by municipalities under the Homes for the Aged and Rest Homes Act and by approved charitable corporations under the Charitable Institutions Act. The homes provide residential or extended care or both services to senior citizens in a setting that includes planned activities and opportunities for self-enrichment.

**Senior Citizens' Program** services are delivered through the adults' services area and local offices listed under this Ministry's Regional Operations entry, COMSOC 7. The general inquiry number for the area office and all local offices in Metro Toronto is 965-5103.

## CHILD WELFARE PROGRAM SOCIAL SERVICES PROGRAM

COMSOC 21

The Child Welfare Program funds, advises and supervises Children's Aid Societies. **Children's Aid Societies (CAS)** develop programs and provide services to strengthen family life, protect **children** and prevent circumstances likely to lead to child abuse or neglect. They provide foster and group home parents or institutional care for children assigned or committed to their care; counsel unmarried **mothers** and their children; place children for **adoption** and provide follow-up **counselling** to help **families** adjust to adoption. Private adoptions require the services of a lawyer. For information on the Child Welfare Program, contact the children's services area offices listed under this Ministry's Regional Organization entry, COMSOC 7.

## DAY NURSERIES PROGRAM SOCIAL SERVICES PROGRAM

COMSOC 22

The Day Nurseries Program supervises and issues **licences** to nursery schools, **day care** centres and private home day care agencies. Provides information and consultation to provincial associations and groups regarding development of programs, staffing and legislation, and special day care programs (e.g. for native peoples, handicapped, etc.). Pro-



vides **financial assistance** to **municipalities**, approved groups which are incorporated, and **Indian Band Councils** to establish day nurseries, and to municipalities to provide financial assistance to eligible individuals seeking day care. Services are delivered through the children's services area offices listed under this Ministry's Regional Organization entry, COMSOC 7.

## INSTITUTIONS, CHILDREN'S SERVICES

COMSOC 23

Under the **Children's Institutions Act** and the **Charitable Institutions Act**, the division may provide charitable organizations and social agencies with capital and operating **grants** and **subsidies**; also, supervision and consultation to **homes** for unmarried **mothers** and homes for children and youth (juveniles) whose parents are facing family crises, who are **emotionally disturbed**, delinquent, or **drug** abusers, or who need help to live independently in the community. Under the **Children's Residential Services Act** the division establishes standards in all children's residential care programs and issues **licences** to individuals or groups operating **group homes** for three or more **children**. Services are delivered through the children's services area offices listed under this Ministry's Regional Organization entry, COMSOC 7.

## MENTAL HEALTH SERVICES, CHILDREN

COMSOC 24

Mental Health Services, under the **Children's Mental Health Services Act**, authorizes the establishment, funding, issuing of **licences**, and setting of standards of children's mental **health** services serving **emotionally disturbed children** and youth. Services are delivered through the children's services area offices listed under this Ministry's Regional Organization entry, COMSOC 7.

## COMMUNITY PROGRAM FOR DEVELOPMENTALLY HANDICAPPED CHILDREN

COMSOC 25

Community Program for Developmentally Handicapped Children provides funding and consultation to agencies offering residential services, foster care, and a variety of community support programs to **developmentally handicapped** (retarded) **children** and their families. Community support programs include infant stimulation, behaviour training, respite care, family service workers, and services for developmentally handicapped children who have special needs (hearing or visually impaired, emotional disturbance, etc.). Services are delivered through the children's services area offices listed under this Ministry's Regional Organization entry, COMSOC 7.

## POLICY AND PROGRAM DEVELOPMENT DIVISION

### POLICY AND PROGRAM DEVELOPMENT DIVISION

COMSOC 26

Hepburn Block, 6th Flr.  
Queen's Park, Toronto M7A 1E9  
416-965-4914

Headed by an Assistant Deputy Minister, the Policy and Program Development Division brings together the policy development and related functions from throughout the Ministry. In addition, some other key activities are being set up to ensure that the division supports the Ministry and the community in the development, rationalization and harmonization of social services and income maintenance policy. The organizational sections in

this division are Policy Development, Policy Services and Program Evaluation, Corporate Policy, and Intergovernmental Policy. These sections are described individually in the entries that follow.

#### POLICY DEVELOPMENT BRANCH

COMSOC 27

Hepburn Block, 3rd Flr.

Queen's Park, Toronto M7A 1E9

416-965-6231/37; 965-2316; 965-9505

Policy Development Branch provides policy direction in the area of **children's** and adults' services. Specifically it addresses a broad range of issues related to services for children, the **aged**, **families**, the physically **disabled** and the **developmentally handicapped**. This includes income maintenance policy and the broad spectrum of social services. This section analyzes broad policy issues; defines and delineates policy options; develops policy priorities; may be involved in developing and evaluating demonstration projects; and coordinates major prevention research (family support, mental health promotion).

#### POLICY SERVICES AND PROGRAM EVALUATION BRANCH

COMSOC 28

Hepburn Block, 3rd Flr.

Queen's Park, Toronto M7A 1E9

416-965-0108

The **Policy Services Section** (965-3203) responds to administrative, program or political issues by providing professional and/or technical advice to ministry officials, field and head office staff. The section also fulfills a liaison function, especially in regard to complex policy and program development matters, with other ministries, other levels of government and constituency groups. Policy Services also develops, refines and clarifies short-term operational policy positions. The Consultant, **Native Affairs** (965-3203) is part of this section.

The **Research and Program Evaluation Section** (965-9884) is the primary locus for **research** and program evaluation activities in the Ministry. Technical consultation, research and evaluation design, funding and project management services are available to both the Policy and Operations Division. In addition, program evaluation consultation is available to ministry field offices and facilities.

The **Child Abuse Prevention Program** (963-0163) is responsible for consultation and liaison with other units in the Ministry, other ministries, other levels of government and outside organizations on issues related to child abuse prevention. In addition, the program administers corporate funds which are used to develop professional training materials and strategies and undertake public education activities.

The Policy Coordination Unit (965-4523) provides a support function to the Minister, Deputy Minister, senior management, and the Policy Division as liaison with Cabinet Committee and Cabinet Offices, and other ministries. The unit is responsible for the development of briefing material for the Minister and Deputy Minister prior to weekly Cabinet and Cabinet Committee meetings. In addition, the unit functions as a central registry of information on the status of policy issues.

The Provincial Coordinator, **Vocational Rehabilitation** (965-6299) is designated as the provincial authority for administration of the Vocational Rehabilitation of Disabled Persons Agreement with the federal government. Key responsibilities include ensuring that



the Province receives appropriate cost sharing revenue and providing advice and information to ministry officials, other ministries, and outside organizations on matters relating to vocational rehabilitation.

#### **CORPORATE POLICY BRANCH**

COMSOC 29

Hepburn Block, 4th Flr.

80 Grosvenor St.

Toronto M7A 1E9

416-965-2376

The Corporate Policy Branch is comprised of three units: Standards Development, Funding Policy and Corporate Planning. The Standards Development Unit is responsible for setting and maintaining standards which relate to all program areas, as well as monitoring those standards to ensure compliance and implementation within the Ministry's budget. The Funding Policy Unit is responsible for ensuring the development of policy alternatives for funded agencies, municipalities and other funded programs. The general objectives of funding policy is to enhance accountability, apply sound planning management principles and the maintenance and improvement of standards of service. The task of the Corporate Planning Unit is to design and facilitate the implementation of a planning process that will develop five year long-range plans for each of the Ministry's major client groups: children, the elderly, the physically and developmentally handicapped and income maintenance and family support.

#### **INTERGOVERNMENTAL POLICY UNIT**

COMSOC 30

Hepburn Block, 6th Flr.

80 Grosvenor St.

Toronto M7A 1E9

416-965-1488

This unit is responsible for developing policies and responding to inter-governmental issues and processes in relation to the Federal Government, other provincial governments and municipal governments. Included are preparing responses to resolutions, cost-sharing issues and the exchanging of information.

#### **FINANCE AND ADMINISTRATION DIVISION**

##### **FINANCE AND ADMINISTRATION DIVISION**

COMSOC 31

Hepburn Block, 6th Flr.

Queen's Park, Toronto M7A 1E9

416-965-9137

Headed by an Assistant Deputy Minister, this division provides corporate financial, personnel, audit and administrative support to the senior management group.

##### **AFFIRMATIVE ACTION PROGRAM**

COMSOC 32

Hepburn Block, 7th Flr.

Queen's Park, Toronto M7A 1E9

416-963-1976/7

The Affirmative Action Program Manager develops and coordinates the Affirmative Action Program within this Ministry to improve the status of Ontario government female employees with the ultimate aim of ensuring equal opportunity for women.

**HUMAN RESOURCES BRANCH**

COMSOC 33

Hepburn Block, 5th Flr.  
Queen's Park, Toronto M7A 1E9  
416-965-7991

Human Resources Branch works mainly in an advisory capacity with line managers in the regional offices who have primary responsibility for personnel matters within their regions. Human Resources Branch is responsible for the establishment of ministry personnel policies and procedures, the establishment of appropriate classification and compensation levels for all ministry employees, staff recruitment, manpower planning, training and development, management development, performance appraisal, employee counselling, the investigation of employee grievances, and all matters affecting working conditions and performance. Human Resources Branch coordinates the Ministry's **youth employment** program and provides liaison between the Ministry and the Civil Service Commission, Management Board of Cabinet, and the Ontario Public Service Employees Union (OPSEU). The branch is assisted by the Capital and Administrative Services Branch which maintains a Records Registry of personnel, payroll and employee benefits records.

**MANAGEMENT INFORMATION AND SYSTEMS  
BRANCH**

COMSOC 34

880 Bay St., 6th Flr.  
Toronto M7A 1E9  
416-965-3613

The branch provides overall systems management and information support to the Ministry. The branch is responsible for systems development and maintenance functions, and the functions of Management Information Support Unit formerly under Children's Services Division, Adults Division and Policy Division. The branch also provides common data and reporting processes and major systems planning for the Ministry.

**OPERATIONAL EVALUATION AND AUDIT  
BRANCH**

COMSOC 35

700 Bay St., 10th Flr.  
Toronto M5G 1Z6  
416-965-5214

Operational Evaluation and Audit Branch examines ministry funded programs and services, both transfer payment and directly operated, to ensure that financial and management control mechanisms are adequate, and that ministry and government directions are followed.

The branch determines whether funds and public property are being adequately safeguarded, and provides management with relevant information. It ascertains whether legislative, central agency, and ministry directions are followed, and ensures due regard for economy and efficiency of operations. In addition, the branch also examines the appropriateness of evaluation procedures.



## FINANCE

## FINANCE

COMSOC 36

Hepburn Block, 5th Flr.  
80 Grosvenor St.  
Queen's Park, Toronto M7A 1E9  
416-965-1181

Reporting to the Assistant Deputy Minister, Finance and Administration, the Executive Director of Finance is responsible for the financial administration, financial planning and analysis for the Ministry.

## ACCOUNTS BRANCH

COMSOC 37

Hepburn Block, 5th Flr.  
Queen's Park, Toronto M7A 1E9  
416-965-2371

Accounts Branch is responsible for general accounting functions, including payroll and expense account services, accounts payable, and financial liaison with Management Board of Cabinet, the Provincial Auditor, and other government ministries and agencies.

CAPITAL AND ADMINISTRATIVE SERVICES  
BRANCH

COMSOC 38

Hepburn Block, 7th Flr.  
Queen's Park, Toronto M7A 1E9  
416-965-5006

The branch provides technical expertise and consultative services to municipalities, Indian Band Councils and non-profit or charitable organizations that want to establish facilities for **rehabilitation**, residential, and **community and social services** under various Acts administered by the Ministry. Financial Section (965-9160) controls, processes and records **federal-provincial** transfer payments to municipalities, Indian Band Councils and charitable organizations for the establishment and renovation of facilities and maintains **statistics** on these facilities. The branch is responsible for the Ministry's fire safety program.

The branch operates the Ministry **library** (965-2300) which, in turn, operates the Ministry **reading room**. The reading room provides public access to all Ministry publications, statutes and regulations, and most of its manuals and internal procedures. The branch also maintains the Personnel Records Registry (965-0414) and supplies the Ministry with administrative services. These include purchasing of goods and services, supply management, printing and duplicating, mail and transportation services, forms and records management and assets management. The branch provides liaison with the Ministry of Government Services to coordinate common services such as telephones, acquisition and design of office accommodation and purchasing of commonly used supplies.

## FEDERAL-PROVINCIAL COST-SHARING

COMSOC 39

Hepburn Block, 7th Flr.  
Queen's Park, Toronto M7A 1E9  
416-965-4765

The Federal-Provincial Cost-Sharing Senior Advisor advises officials of the Ministry of Community and Social Services, other ministries, and heads of social service agencies,

etc., on these federal-provincial agreements: **Canada Assistance Plan, Vocational Rehabilitation of Disabled Persons, Established Programs Financing and Agreement Respecting Young Offenders.**

#### FINANCIAL ADVISORY SERVICES SECTION

COMSOC 40

880 Bay St., 7th Flr.

Toronto M7A 1E9

416-965-2291

This unit acts as a corporate support group for financial and administrative management. It develops and monitors financial and administrative policies and standards, coordinates manuals development and maintenance, and develops and maintains the financial manpower management system. It works to improve financial skills of non-financial staff through training seminars, and provides resource staff for project teams, emergencies and new developments. The section also provides technical support to the Senior Adviser, Federal-Provincial Cost Sharing, and is available to conduct special investigations in the agency network.

#### FINANCIAL PLANNING AND CORPORATE ANALYSIS BRANCH

COMSOC 41

Hepburn Block, 4th Flr.

Queen's Park, Toronto M7A 1E9

416-965-5104

Financial Planning and Corporate Analysis Branch analyses and evaluates ministry programs, coordinates estimates preparation, multi-year financial planning and the Management by Results program for the Ministry.

#### AGENCIES

For some background information on ministerial agencies, boards and commissions, see the first entry under Royal Commissions, Special Purpose Bodies and Others (COMM 1). For information on agencies not listed, contact this Ministry's information or communications branch.

#### SOCIAL ASSISTANCE REVIEW BOARD

COMSOC 42

Macdonald Block, Room M1-56

Queen's Park, Toronto M7A 1E9

416-965-2363

The Social Assistance Review Board holds hearings of appeals requested by individuals regarding decisions on **General Welfare Assistance, Vocational Rehabilitation Services, Guaranteed Annual Income System GAINS-D** (income supplement for the blind and disabled), **Family Benefits** (financial allowances for single mothers, the blind and disabled, permanently unemployable fathers, foster children, severely handicapped children), and co-payment (exemption from payment for chronic care services provided under the **Health Insurance Act**).



**TRAINING SCHOOLS ADVISORY BOARD**

COMSOC 43

700 Bay St., 2nd Flr.

Toronto M7A 1E9

416-965-1871

The **Training Schools Advisory Board** advises the Minister on the current state of training schools and the welfare of wards. The plans made for each ward's return to the community are evaluated by the board and an appropriate recommendation is then made to the Minister. This board reviews all programs and adverse reports on wards submitted regularly by the training schools and probation and aftercare officers.

**ACTS****ACTS**

COMSOC 44

The following is a list of Acts administered by the Ministry of Community and Social Services. For information on which branches administer the Acts, see the Key Word Index or contact this Ministry's legal service branch or information/communications branch.

Charitable Institutions Act

Child Welfare Act

Child Welfare Municipal Payments Continuance Act, 1976

Child Welfare Validation of Adoption Orders Act, 1980

Children's Institutions Act

Children's Mental Health Services Act

Children's Probation Act

Children's Residential Services Act

Children's Services Transfer Act, 1977

Day Nurseries Act

Developmental Services Act

District Welfare Administration Boards Act

Elderly Persons Centres Act

Family Benefits Act

General Welfare Assistance Act

Homemakers and Nurses Services Act

Homes for Retarded Persons Act

Homes for the Aged and Rest Homes Act

Indian Welfare and Services Act

Ministry of Community and Social Services Act

Provincial Courts Act (Part)

Soldiers' Aid Commission Act

Training Schools Act

Vocational Rehabilitation Services Act

## MINISTRY OF CONSUMER & COMMERCIAL RELATIONS

555 Yonge St.

Toronto M7A 2H6

The Ministry of Consumer and Commercial Relations was originally called the Department of Financial and Commercial Affairs when first established November 24, 1966, by the act of the same name. It consisted of three divisions, Consumer Protection, Superintendent of Insurance, and the Ontario Securities Commission, and was responsible for 13 acts previously assigned to the Attorney General and Ministry of Justice. In 1972, the Department was renamed the Ministry of Consumer and Commercial Relations and underwent extensive reorganization. Today, the Ministry consists of five divisions as well as numerous boards, commissions and branches, and is responsible for 72 different acts.

The Ministry's programs affect business and the consumer. These include licensing, registration and inspection of business establishments to promote a high level of ethical business conduct; licensing and inspection of technical and operational situations to ensure safety; registration of documents related to all aspects of real and personal property ownership. The Ministry ensures a reasonable standard of decency in films shown in Ontario and controls the use and availability of beverage alcohol.

### DEPUTY MINISTER'S OFFICE

#### LEGAL SERVICES

CCR 1

555 Yonge St., 9th Flr.

Toronto M7A 2H6

416-963-0338

Counsels the Ministry on legal matters, including the interpretation of statutes and regulations and the preparation and review of proposed legislation, regulations and other legal documents. It supplies the Ministry with general legal services such as preparing litigation, the settlement of claims, acting at court hearings, administrative tribunals, etc.. Legal Services is responsible to the Attorney General's Office.

#### POLICY AND PLANNING BRANCH

CCR 2

555 Yonge St., 9th Flr.

Toronto M7A 2H6

416-963-0309

The branch is responsible for development, coordination and monitoring of the following activities: ongoing research programs and ad hoc research projects, French language services for the ministry, strategic planning, evaluation of existing programs and the policy formulation process.

#### FRENCH LANGUAGE SERVICES

CCR 3

555 Yonge St., 9th Flr.

Toronto M7A 2H6

416-963-0346

The French Language Services Coordinator coordinates and monitors the implementation of the government's policy on French language services (provision of such services to the Franco-Ontarian public) within this Ministry.



## SERVICES EN FRANCAIS

Le coordonnateur des services en français de ce Ministère est responsable de la mise en oeuvre et du contrôle de la politique du gouvernement en matière de services en langue française (services aux Franco-Ontariens en langue française).

## SUPPORT SERVICES DIVISION

### COMMUNICATIONS SERVICES BRANCH

CCR 4

555 Yonge St.

Toronto M7A 2H6

In Toronto, call:

News and Information Section, 963-0339;

Consumer Information Centre, 963-1111;

TTY(Visual Ear), 963-0808;

Outside Toronto, call 1-800-268-1142

Area Code 807 call collect 963-1111

The branch establishes communications policy for the Ministry and advises its branches on communications problems. It provides communications support to the Minister and the Deputy Minister. The branch comprises a News and Information Section and the Consumer Information Centre.

The News and Information Section informs the public, client groups and the media about the Ministry's activities and develops all communications programs for the Ministry. In addition to media liaison and answering public inquiries, the section produces and distributes publications, audio-visual materials, and news releases.

The **Consumer Information Centre** accepts calls from Ontario consumers. **Deaf** or hearing handicapped and speech handicapped persons who have the Visual Ear or teletype (TTY) network service can call the above number. The Centre provides bilingual **consumer** information service for the general public. The Centre's **library** (963-0200) provides consumer and **business** resource materials, previewing of materials by mail for consumer educators, and provides consumer education services and materials to professionals working with consumers in the field. The Ministry **reading room**, attached to the **library**, provides public access to all Ministry publications, statutes and most manuals and internal procedures used by the Ministry.

### FINANCE, SYSTEMS AND ADMINISTRATIVE SERVICES BRANCH

CCR 5

#### FINANCE AND SYSTEMS SECTIONS

10 Wellesley St. E., 4th Flr.

Toronto M7A 2J3

416-963-0261

Provide all programs of the Ministry with planning, management and accounting services such as payroll reconciliation, accounts payable, financial reporting, estimates submission, budget variance analysis and M.B.R. (Management by Results) reporting. Receive and process all revenue received by the Ministry. Develop Ministry policies and procedures regarding financial forecasting, control and management performance reporting systems. Provide service and professional advice to Ministry management on all facets of systems development and electronic data processing including the definition, development and documentation of the Ministry's computerized or manual information and ad-

ministrative systems. Also provide Ministry liaison with central agencies such as Management Board, Ministry of Treasury and Economics and the Ministry of Government Services' Computer and Telecommunication Services Division. For government systems development policy and supplier's list, see Management Board of Cabinet Secretariat, Management Technology Branch, MB 5.

## FINANCE, SYSTEMS AND ADMINISTRATIVE SERVICES BRANCH

CCR 6

### ADMINISTRATIVE SERVICES SECTION

10 Wellesley St. E., 1st Flr.

Toronto M7A 2H8

416-963-0396

Provides the Ministry with the purchasing of goods and services, supply management, printing, duplicating, mail and transportation services, records and forms management, assets management, and the maintenance of policy and procedures manuals (e.g., Manual of Administration). Provides liaison with the Ministry of Government Services to coordinate common services such as telephones, acquisition and design of office accommodation and purchasing of commonly used supplies. The section also coordinates the occupational health and safety issues in the Ministry.

## INTERNAL AUDIT BRANCH

CCR 7

10 Wellesley St. E., 6th Flr.

Toronto M7A 2H8

416-963-0435

Internal Audit Branch is responsible for reviewing and appraising the Ministry's financial, administrative and operational programs for adequate controls, compliance, efficient and economical use of resources and to determine appropriate effectiveness measures.

## PERSONNEL SERVICES BRANCH

CCR 8

10 Wellesley St. E., 7th Flr.

Toronto M4Y 1G2

416-963-0281

Personnel Services Branch works mainly in an advisory capacity with line managers who have primary responsibility for personnel matters within their units. The branch is responsible for: the establishment of Ministry personnel policies and procedures; provision of staff training and development services; coordination of management development manpower planning; research into personnel related issues and programs; coordination of the Affirmative Action Program (described separately); the establishment of appropriate classification and compensation levels for all Ministry employees; staff recruitment; employee counselling; the investigation of employee grievances; and dealing with all matters affecting working conditions and performance. Personnel Services Branch maintains the Ministry's personnel, payroll, attendance and employee benefit records. It also provides liaison between the Ministry and the Civil Service Commission, Management Board of Cabinet, and the Ontario Public Service Employees Union (OPSEU).



**AFFIRMATIVE ACTION PROGRAM**

CCR 9

10 Wellesley St. E., 7th Flr.  
 Toronto M7A 2J6  
 416-963-0541

The Manager, **Affirmative Action Program**, plans, develops and coordinates the Affirmative Action Program to improve the status of Ontario government female employees with the ultimate aim of ensuring equal opportunity for women.

**BUSINESS PRACTICES DIVISION**

**BAILIFFS, COLLECTION AGENCIES, MORTGAGE  
 BROKERS,  
 CONSUMER REPORTING AGENCIES,  
 PAPERBACK AND PERIODICAL DISTRIBUTORS**

CCR 10

555 Yonge St., 5th Flr.  
 Toronto M7A 2H6  
 416-963-0366

Administers the Bailiffs, Collection Agencies, Mortgage Brokers, Consumer Reporting, Paperback and Periodical Distributors Acts. The Registrar of these Acts ensures the protection of Ontario **consumers** through control and supervision of **bailiffs, collection agencies, consumer** reporting agencies (**credit** and personal information investigation), **mortgage** brokers and distributors of paperback **books** and **periodicals**. While this office administrates appointments under the **Bailiffs Act**, it is the Ministry's Central Registration Section which accepts the applications of businesses under the other Acts (Central File: 963- 0444). Consumer complaints relating to all these Acts are handled by Consumer Services Bureaus (see list under this Ministry's Consumer Advisory Services Branch entry, CCR 11).

**CONSUMER ADVISORY SERVICES BRANCH**

CCR 11

555 Yonge St., 8th Flr.  
 Toronto M7A 2H6  
 416-963-0331

Consumer Services Bureau 416-963-0321

The Consumer Advisory Services Branch represents the Ministry throughout the Province by administering eleven Acts dealing with **consumer** protection laws. It has officers who can speak to consumer and business groups on consumer protection matters.

The **Central Registration Section** (963-0444) provides actual **registration** functions and maintains a central file of registered **businesses** or persons under the following Acts: **Consumer Protection** (registration and **bonding** of **itinerant sellers**), **Consumer Reporting** (**credit** reporting and personal investigation agencies), **Collection Agencies**, **Motor Vehicle Dealers**, **Real Estate and Business Brokers**, **Mortgage Brokers**, **Travel Industry**, **Paperback and Periodical Distributors** (wholesalers of paperback **books** and **periodicals**).

The section also answers inquiries as to whether a **business** is registered under these Acts. For central file of registrants, new applications, renewals and revisions, call 963-0446.

The branch operates **Consumer Services Bureaus** across Ontario to answer **consumer** inquiries and attempt to mediate complaints arising from the purchase of goods or services (e.g., **consumer** rights regarding **contracts**), borrowing money, and deceptive or unfair

business practices. Eight bureaus handle complaints under these Acts: **Bailiffs** (private bailiffs); **Business Practices** (which specifies some practices considered to be deceptive, unfair or unconscionable, and provides the consumer with redress procedure); **Collection Agencies**; **Consumer Protection** (e.g., finance charges on **credit** purchases and **loans**); **Consumer Reporting** (**credit** reporting and personal investigation agencies); **Discriminatory Business Practices Act** (e.g., **discrimination** in the business community on the basis of race, creed, colour, nationality, ancestry, place of origin, sex or geographical location by persons who engage in business); **Mortgage Brokers**; **Motor Vehicle Dealers**, (e.g., relating to the purchase of **used cars**); Paperback and Periodical Distributors (wholesalers of paperback **books** and **periodicals**); **Real Estate and Business Brokers**; **Travel Industry** (travel agents and wholesalers). The bureaus across the Province are as follows:

119 King St. W., 5th Flr.  
P.O. Box 2112  
**Hamilton L8N 3Z9**  
416-521-7554

80 Dundas St. E.  
Box 5600, Terminal 'A'  
**London N6A 2P3**  
519-679-7150

1673 Carling Ave., Ste. 102  
**Ottawa K2A 1C4**  
613-725-3679

139 George St. N.  
**Peterborough K9J 3G6**  
705-743-8728

199 Larch St., 5th Flr.  
**Sudbury P3E 5P9**  
705-675-4378

435 James St. S.  
P.O. Box 5000  
**Thunder Bay P7C 5G6**  
807-475-1641

555 Yonge St., 8th Flr.  
**Toronto M7A 2H6**  
416-963-0321

250 Windsor Ave., 6th Flr.  
**Windsor N9A 6V9**  
519-254-6413

#### INVESTIGATION AND ENFORCEMENT BRANCH

CCR 12

555 Yonge St., 5th Flr.  
Toronto M7A 2H6  
416-963-0302

Performs a support role to the administrators of the various **registration** acts administered by the Business Practices Division (**Consumer Protection Act, Consumer Reporting Act, Collection Agencies Act, Motor Vehicle Dealers Act, Real Estate and Business Brokers Act, Mortgage Brokers Act, Travel Industry Act, Paperback and Periodical Distributors Act**) and conducts inspections and investigations under them. Conducts investigations under the **Business Practices Act**, a non-registration statute. Complaints from the public are normally answered by the Consumer Advisory Bureaus (listed under this Ministry's Consumer Advisory Services Branch entry, CCR 11).

#### MOTOR VEHICLE DEALERS ACT

CCR 13

555 Yonge St., 5th Flr.  
Toronto M7A 2H6  
416-963-0411

The Registrar's office administers the **Motor Vehicle Dealers Act** for the control and su-



pervision of dealers and salespersons of new and used **motor vehicles**. The Ministry's Central Registration Section performs the **registration** function for dealers and salespersons and maintains a central file. (For registrants, new applications, renewals and revisions, call 963-0444.) Complaints concerning the purchase and sale of motor vehicles are handled by the Consumer Services Bureaus (listed under this Ministry's Consumer Advisory Services Branch entry, CCR 11).

## PETROLEUM FRANCHISING GUIDELINES

CCR 14

555 Yonge St., 5th Flr.  
Toronto M7A 2H6  
416-963-0356

Petroleum Franchising Guidelines are administered by the Executive Director's Office, Business Practices Division. The guidelines serve as a voluntary agreement between the Ministry and the major **oil** companies concerning leasing arrangements of **gasoline** service stations. Guidelines relate to station operators only, not consumers.

## REAL ESTATE AND BUSINESS BROKERS

CCR 15

555 Yonge St., 5th Flr.  
Toronto M7A 2H6  
416-963-0406

The Real Estate and Business Brokers Act ensures protection of Ontario consumers through **registration** of **real estate** and **business brokers** and salespersons. The Ministry's Central Registration Section performs the registration function and maintains a central file (registrants, new applications, renewals and revisions, call 963-0444). Before foreign land can be sold in Ontario, sellers must provide prospective buyers with an accurate description of the **real property** and terms of sale. The description is checked for accuracy by inspectors. Complaints regarding real estate and business brokers are handled by the Consumer Services Bureaus (listed under this Ministry's Consumer Advisory Services Branch entry, CCR 11).

## TRAVEL INDUSTRY ACT

CCR 16

555 Yonge St., 5th Flr.  
Toronto M7A 2H6  
416-963-0418

The Travel Industry Act, to protect the financial interests of Ontario travellers, and to ensure ethical conduct and good **travel** service, requires the **registration** of travel agents and wholesalers. The Ministry's Central Registration Section performs the registration function and maintains a central file (registrants, new applications, renewals and revisions, call 963-0444). Consumer complaints are handled by the Consumer Services Bureaus (see this Ministry's Consumer Advisory Services Branch entry, CCR 11, for list).

## COMPANIES DIVISION

### COMPANIES SERVICES BRANCH EXAMINATION AND NOTICE SECTION

CCR 17

555 Yonge St.  
Toronto M7A 2H6

The Examination and Notice Section, Corporation Notices (963-0543) examines bylaws, notices of change and special resolution of **corporations** and provides information on cor-

poration reporting and filing requirements. The section cancels **charters (letters patent, certificates of incorporation)** and extra-provincial **licences**. Also deals with default notices re notices of change and revival of **corporations**.

The Examination and Notice Section, Names and Articles Control (963-0547) deals with the clearance and reservation of corporate **names** for proposed new **non-profit corporations** and **corporations** applying for an extra-provincial **licence**. It also processes proposed changes of **names** by existing **non-profit corporations** and foreign corporations seeking extra-provincial licences.

The Examination and Notice Section, Examiners (963-0380) examines and processes articles of **incorporation**, articles of amendment etc., of business **corporations**, applications for incorporation of **non-profit corporations** (e.g. **churches, community groups**, etc.) and issues **letters patent (charters)** with respect to them. The section processes applications for extra-provincial **licences**.

#### COMPANIES SERVICES BRANCH RECORDS SECTION

CCR 18

555 Yonge St.

Toronto M7A 2H6

416-963-0389 (search by letter, certificates of status)

416-963-0552 (search in person)

416-963-0510 (business and partnership registration)

The Records Section deals with searches of **corporations**, certificates of corporation status (963-0389) and **registration** of corporation **securities** such as corporate **mortgages, bonds, debentures** (963-0390). Can provide copies of documents (e.g., **articles of incorporation**, annual returns and notices) of corporations in Ontario. Deals with **business registration of partnerships**, limited partnerships and sole **proprietorships** (963-0510). Registers corporations that carry on business in Ontario under **name** or style other than its corporate name. Also registers dissolution or withdrawal of these businesses and conducts public searches of documents relating to all the above business enterprises.

#### COMPANY LAW BRANCH

CCR 19

555 Yonge St., 3rd Flr.

Toronto M7A 2H6

416-963-0373

Provides legal counselling to the Companies Division and handles inquiries of a legal nature from the public about: **incorporation of business and non-profit corporations**, extra-provincial **licences**, **registration of partnerships** and sole **proprietorships**, **names and name style registration** by corporations, and registration of **securities** registered against the personal property of corporations, e.g., corporate **bonds, debentures**, trust indentures and corporate **mortgages**.

#### FINANCIAL INSTITUTIONS DIVISION

#### FINANCIAL INSTITUTIONS DIVISION

CCR 20

555 Yonge St., 6th Flr.

Toronto M7A 2H6

416-963-0471

The Financial Institutions Division issues **licences** to and regulates **insurance** companies,



**investment** contract companies, prepaid **hospital** and **medical** associations, **mutual benefit** and **fraternal societies**. Also issues licences to and regulates **loan** companies and **trust companies** (963-0477). Answers inquiries on: insurance plans and premiums and advises policyholders involved in claims disputes (963-0471); deposits and **mortgages** with loan and trust companies (963-0477). Issues licences to **insurance** agents, adjusters, and investment contract salespersons, and investigates related **consumer complaints** (963-0481). Deposits in loan companies and trust companies are insured with the **Canada Deposit Insurance Corporation** (963-0479).

#### CEMETERIES BRANCH

CCR 21

555 Yonge St., 8th Flr.  
Toronto M7A 2H6  
416-963-0511

Administers the **Cemeteries Act** which regulates the operations of all **cemeteries**, **crematoria**, **mausolea**, **columbaria** and **burial grounds**. The branch also answers inquiries and investigates **consumer** complaints about cemeteries and **burials** and advises cemetery owners. No special legislation exists for monument dealers. Contact Queen's Park or regional offices listed below.

119 King St. W.  
**Hamilton L8N 3Z9**  
416-521-7554  
(Brant, Haldimand-Norfolk,  
Hamilton-Wentworth,  
Niagara, Oxford)

Ontario Government Building  
74 Brock St.  
**Kingston K7L 1R9**  
613-547-3421  
(Frontenac, Haliburton,  
Hastings, Lennox &  
Addington, Northumberland,  
Peterborough, Prince  
Edward, Victoria, Kingston)

80 Dundas St. E.  
P.O. Box 5600  
Postal Terminal 'A'  
**London N6A 2P3**  
519-679-7150  
(Elgin, Essex, Huron,  
Kent, Lambton, Middlesex,  
Perth)

1673 Carling Ave., Ste. 102  
**Ottawa K2A 1C4**  
613-725-3679  
(Lanark, Leeds & Grenville,  
Nipissing, Ottawa-Carleton,  
Prescott & Russell,  
Renfrew, Stormont,  
Dundas & Glengarry)

555 Yonge St., 8th Flr.  
**Toronto M7A 2H6**  
416-963-0511  
(Algoma, Bruce, Cochrane,  
Dufferin, Durham, Grey,  
Halton, Kenora, Manitoulin,  
Muskoka, Parry Sound, Peel,  
Rainy River, Simcoe,  
Sudbury District, Sudbury  
Municipality, Timiskaming,  
Thunder Bay, Waterloo,  
Wellington, York)

CREDIT UNIONS AND COOPERATIVES  
SERVICES BRANCH

CCR 22

555 Yonge St., 8th Flr.  
Toronto M7A 2H6  
416-963-0515

The branch administers the provisions of two Acts: the **Credit Unions and Caisses Populaires Act**, and the **Cooperative Corporations Act**.

Also enforces the sound business and financial practice necessary for the protection of members' **credit unions** and their deposits, and establishes standards for reserves, retained earnings and levels of liquidity. In addition, it recommends the **incorporation** and dissolution of **credit unions** and **cooperatives**. Deposits in credit unions and caisses populaires are insured with the **Ontario Share and Deposit Insurance Corporation (OSDIC)** (416-441-2771).

MOTOR VEHICLE ACCIDENT CLAIMS FUND

CCR 23

555 Yonge St., 7th Flr.  
Toronto M7A 2J4  
416-963-0501

The Motor Vehicle Accident Claims Fund (MVAC), (formerly called the **Unsatisfied Judgment Fund**), administers the **Motor Vehicle Accident Claims Act** which provides **compensation** to victims of automobile **accidents** (i.e., pedestrians who are injured by uninsured or stolen vehicles or hit-and-run **drivers** and who are not covered by their own or any other automobile insurance policy, and passengers in an uninsured vehicle). In the case of damage to property not otherwise insured against vehicle impact (e.g., hydro and telephone poles, self insured municipal property) both the owner and driver of the uninsured vehicle must be identified.

Effective March 1, 1980, the **Compulsory Automobile Insurance Act** requires that every automobile operated in Ontario be insured and that all automobile policies provide Uninsured Motorist coverage. Persons covered under the policy must apply to their own automobile insurance company for compensation for injuries caused by uninsured or stolen vehicles or hit-and-run drivers.

TECHNICAL STANDARDS DIVISION

TECHNICAL STANDARDS DIVISION

CCR 24

3300 Bloor St. W., 4th Flr.  
Toronto M8X 2X4  
416-239-2714

The Technical Standards Division is responsible for setting design **standards** for equipment and machinery which may affect public **safety**, and for carrying out inspections to ensure that safety standards are met. Programs of this division are described below. The Technical Standards **library** (239-8695) operates a **Ministry reading room** which provides access to some of the Ministry's publications, statutes, regulations, manuals and internal procedures.



**ELEVATING DEVICES BRANCH**

CCR 25

3300 Bloor St. W., 3rd Flr.  
 Toronto M8X.2X4  
 416-239-7361

The branch administers the **Elevating Devices Act** (which includes **elevators, escalators, dumbwaiters, moving walks, platform lifts, ski lifts, lifts for the disabled, and construction hoists**) and requires licences for all devices covered. The Act also provides that the operation of a non-conforming or unsafe device be suspended. All elevating devices in the province are inspected before initial licensing to ensure compliance with adopted **safety standards**. **Contractors** installing, maintaining and repairing elevating devices must be **registered** with and monitored by the branch. The branch investigates **accidents and consumer complaints** and maintains a data bank of technical and statistical information. It also participates in the development of safety codes, primarily through the **Canadian Standards Association**. Field offices, listed below, provide inspection services and the investigation of accidents or complaints. Regional Managers undertake field investigations and provide the technical data and background necessary for the branch engineering and management groups to resolve problems.

39 Cambridge Cres.  
**Amherstview K7N 1R4**  
 613-389-7443  
 (Eastern)

199 Larch St., 5th Flr.  
**Sudbury P3E 5P9**  
 705-675-4381  
 (Northeastern)

119 King St. W.  
**Hamilton L8N 3Z9**  
 416-521-7558  
 (Southern)

435 James St. S.  
**Thunder Bay P7E 6E3**  
 807-475-1641  
 (Northwestern)

824 King St. W.  
**Kitchener N2G 1G1**  
 519-744-8101  
 (Western)

3300 Bloor St. W., 3rd Flr.  
 West Tower  
**Toronto M8X 2X4**  
 416-239-7361  
 (Central and Northern)

80 Dundas St. E.  
**London N6A 1E7**  
 519-679-7150  
 (Southwestern)

250 Windsor Ave., 6th Flr.  
**Windsor N9A 6V9**  
 519-254-3739  
 (Southwestern)

265 Carling Ave., 4th Flr.  
**Ottawa K1S 2E1**  
 613-566-3806  
 (Eastern)

**FUELS SAFETY BRANCH**

CCR 26

3300 Bloor St. W., 4th Flr.  
 Toronto M8X 2X4  
 416-239-2948

The branch, which administers the **Ontario Energy Act** and the **Gasoline Handling Act**, strives to prevent loss of life, bodily injury and property damage by controlling safety

hazards which can arise from the transmission, distribution and utilization of **fuels** such as **natural gas**, **oil** and **propane**, and the transport, storage and handling of gasoline. The branch: issues **licences** to **gasoline** service stations, **propane** facilities and companies which distribute natural gas and oil; **registers contracting** companies which do work covered under the Energy Act or the Gasoline Handling Act; issues **certificates** to **natural gas** and **propane** fitters and handlers and oil burner mechanics; and audits all of these operations on a spot-check basis.

#### PRESSURE VESSELS SAFETY BRANCH

CCR 27

3300 Bloor St. W., 3rd Flr.

Toronto M8X 2X4

416-239-7796

The branch strives to minimize the loss of life and property arising from the operation of **boilers** and **pressure vessels**. Under the **Boilers & Pressure Vessels Act** and the **Operating Engineers Act**, the branch ensures safety by reviewing boiler and pressure vessel designs and **welding** procedures, doing inspections during fabrication and installation, and periodically thereafter if the vessel is uninsured. Inspects major repairs to all boilers and pressure vessels. Qualifies and issues **licences** to welders. Registers and classifies **steam**, **refrigeration** and **compression** plants and issues **licences** to their operators and operating engineers. Investigates related **accidents**. For the purpose of administering the inspection and welder testing segments of the program, the province is divided into five regions. Each region is controlled by a regional manager, with a staff of field inspectors.

119 King St. W., 5th Flr.

**Hamilton L8N 3Z9**

416-521-7560

(Southwest Ontario)

824 King St. W.

**Kitchener N2G 1G1**

519-744-8101

(West Ontario)

20 Machar Place

**Kingston K7M 1L6**

613-542-9049

(East Ontario)

3300 Bloor St. W.

**Toronto M8X 2X4**

416-239-7796

(East Toronto, West Toronto & Northern Ontario)

#### UPHOLSTERED AND STUFFED ARTICLES BRANCH

CCR 28

3300 Bloor St. W., 3rd Flr.

Toronto M8X 2X4

416-239-4853

The branch administers the **Upholstered and Stuffed Articles Act** and ensures **safety** by **registering** renovators and manufacturers of **upholstered and stuffed articles**; inspecting premises of registrants as well as retailers of these articles. Investigates **consumer complaints** about stuffed furniture, mattresses, pillows, clothing materials, toys, etc. and tests filling materials for compliance with the regulations. Field offices listed below carry out the same inspection and complaint investigation functions as the head office and pick up samples of filling materials for submission to the head office for testing. There are two branch field offices:



80 Dundas St., Main Flr.  
P.O. Box 5600, Terminal 'A'  
London N6A 2P3  
519-679-7150  
(Western)

Mr. C.C. Buxton  
R.R. #3  
Picton K0K 2T0  
(Eastern)

## PROPERTY RIGHTS DIVISION

### LAND REGISTRATION IMPROVEMENT PROJECT

CCR 29

10 Wellesley St. E., 5th Flr.  
Toronto M7A 2J3  
416-963-0650

The **Land Registration Improvement Project** has the mandate to design, develop and implement improvements to the existing land registration system. It was created as a result of recommendations of the Ontario Law Reform Commission Report 1971, and the Ministry's position as established by the Land Registration Management Committee. Project staff work closely with staff of this Ministry's Real Property Registration Branch, Legal and Survey Standards Branch and Land Registry Offices throughout the province. There is also considerable contact with the legal community, land surveyors and other government institutions and ministries.

The Land Registration Improvement Project is also referred to as the **POLARIS** (Province of Ontario Land Registration and Information System) project.

A detailed description of the project's mandate is provided in the publication 'An Improved Land Registration System for Ontario: An Executive Summary of the Design Concepts and Recommendations' - Vol #1, August 1979. This publication is available at the Ontario Government Bookstore, 880 Bay Street, Toronto, M7A 1N8, 416-965-2054 (see MGS 30).

### LEGAL AND SURVEY STANDARDS BRANCH

CCR 30

543 Yonge St.  
Toronto M7A 2J8  
416-963-0423 (Legal Inquiries)  
416-963-0436 (Survey Inquiries)

Performs the statutory functions of **Director of Titles**; responsible for legal quality of **land registration records** and instruments. Drafts amendments to, and regulations under the **Land Titles Act**, the **Registry Act**, the **Condominium Act**, the **Boundaries Act** and the **Certification of Titles Act**. Processes applications for certification of title and for conversion of title from land registry system to land titles system. Provides quality control for **surveys**, plans and description of land including **condominiums** (by-laws, declaration, description), for registration in land registry offices. Provides for the confirmation of the true location of **boundary** lines which have been lost or obliterated. Provides **financial assistance** to individual property owners for the carrying out of a survey under the **Land Titles Survey Fund** under special circumstances. Contact Queen's Park or Land Registry Offices, listed under this Ministry's Real Property Registration Branch, CCR 32.

## PERSONAL PROPERTY REGISTRATION BRANCH

CCR 31

Main Administration Offices

543 Yonge St., 4th Flr.

Toronto M7A 2J5

416-963-0451

The branch manages the **Personal Property Security Registration System (PPSR)** and administers the **Personal Property Security Act (PPSA)** and the **Bills of Sale Act**. The PPSR System provides a **registration** function whereby a seller of personal property (e.g., a **motor vehicle**, or a lender of money, can secure the purchase price, or the **loan** (as detailed in a **security agreement**), by the registration of a **financing statement**. Financing statements are available free of charge at any one of the 48 branch offices of the system, see CCR 32. The document creating the security interest is a security agreement, which can be a **chattel mortgage**, **conditional sale contract**, or an **assignment** of book **debts**. The PPSR System provides an inquiry service so that people can determine, when buying **personal property** or accepting it for security as collateral for a loan, whether there is a **security interest (lien)** on the property, i.e., whether the owner has previously pledged the property as security. A registration can be submitted by mail to the Central Registration Branch or can be submitted in person to any one of the PPSR branch offices listed under this Ministry's Real Property Registration Branch entry, CCR 32. Mailing addresses are as follows:

## Mailed-in Registrations:

Central Registration Branch  
Box 21100, Postal Station 'A'  
Toronto M5W 1W6

## Mailed-in Inquiries:

Personal Property Registration Branch  
Box 4120, Postal Station 'A'  
Toronto M5W 1T2

## REAL PROPERTY REGISTRATION BRANCH

CCR 32

543 Yonge St., 2nd Flr.

Toronto M7A 2J8

416-963-0462

The branch is responsible for the operation of the 65 **Land Registry Offices** throughout Ontario where documents and plans pertaining to ownership and encumbrances relating to **land** parcels in Ontario can be registered, stored and preserved, and where the public can search or view them (for a fee). There are two systems of **land registration** in Ontario, the **land titles system** and the older **land registry system**. Under the registry system, **deeds** and other documents pertaining to land registration are registered. It is up to the individual purchaser or lender (or a solicitor acting for that person) to search the documents and determine the state of title. Under the land titles system, **titles** are recorded in a title register and fewer documents need to be examined. The land titles system now operates in some 30 districts, counties and regions. **Condominium** and **subdivision** plans must be registered in the land titles system where it is available.

Additional activities in the land registry offices include the preparation of registrars' compiled plans and abstracts, the maintenance of the land titles **writs** of execution file, the holding of hearings in the land titles offices and the collection of **Land Transfer Tax** and **Retail Sales Tax** on chattels associated with real estate transactions. **Mortgages** are normally discharged through a lawyer who prepares the document. The discharge is then registered with the local Land Registry Office.

Forty-eight of the 65 Land Registry Offices also participate in the **Personal Property Se-**



**curity Registration System (PPSR).** Liens against personal property are registered in these offices and prospective buyers may determine whether a car, boat or other personal property is free of encumbrances. Below is a list of the 65 Registry Offices throughout the Province indicating whether it has Land Titles (LT), Registry (Reg) and Personal Property Security (PPSR) registration.

# REGISTRY OFFICES:

*Reg*  
P.O. Box 668  
63 Kenyon St. W.  
**Alexandria K0C 1A0**  
613-525-1315  
(Glengarry)

*Reg*  
125 Brougham St.  
P.O. Box 1180  
**Almonte K0A 1A0**  
613-256-1577  
(Lanark North)

*Reg*  
248 George St.  
P.O. Box 389  
**Arthur N0G 1A0**  
519-848-2300  
(Wellington North)

*Reg, LT, PPSR*  
Court House  
114 Worsley St.  
**Barrie L4M 1M1**  
705-728-1221 Ext. 60  
(Simcoe)

*Reg, LT, PPSR*  
280 Pinnacle St.  
**Belleville K8N 5J2**  
613-968-4597  
(Hastings)

*Reg, LT*  
108 Liberty St. N.  
P.O. Box 178  
**Bowmanville L1C 3K9**  
416-623-5386  
(Newcastle)  
(Satellite of Durham; all  
correspondence and queries  
should be directed to the  
land registrar in Whitby)

*Reg, LT, PPSR*  
15 Dominion St.  
P.O. Box 720  
**Bracebridge P0B 1C0**  
705-645-4415  
(Muskoka)

*Reg, LT*  
7765 Hurontario St.  
P.O. Box 1200  
**Brampton L6V 2L8**  
416-457-5350  
(Peel)

*PPSR*  
7765 Hurontario St.  
P.O. Box 1200  
**Brampton L6V 2L8**  
416-453-1272  
(Peel)

*Reg*  
Court House  
80 Wellington St.  
**Brantford N3T 2L9**  
519-752-8321  
(Brant)

*PPSR*  
Court House  
80 Wellington St.  
**Brantford N3T 2L9**  
519-752-5571  
(Brant)

*Reg, PPSR*  
P.O. Box 633  
7 King St. W.  
**Brockville K6V 5V2**  
613-345-5751  
(Leeds)

*Reg*  
150 Main St.  
**Cambridge N1R 6P9**  
519-653-5778  
(Waterloo South)

*Reg, PPSR*  
P.O. Box 310  
Echo St.  
**Cayuga N0A 1E0**  
416-772-3531  
(Haldimand)  
(Satellite of Niagara South;  
all correspondence and queries  
should be directed to the  
land registrar in Welland)

*Reg, PPSR*  
40 William St. N.  
P.O. Box 1134  
**Chatham N7M 5L8**  
519-352-5520  
(Kent)

*Reg, PPSR*  
P.O. Box 668  
Highway #2  
**Cobourg K9A 4R5**  
416-372-3813  
(Northumberland West)

*Reg, LT*  
Court House  
149 4th Ave.  
P.O. Box 580  
**Cochrane P0L 1C0**  
705-272-5791  
(Cochrane)

*PPSR*  
Court House  
149 4th Ave.  
P.O. Box 580  
**Cochrane P0L 1C0**  
705-272-5896  
(Cochrane)

*Reg*  
P.O. Box 339  
King St.  
**Colborne K0K 1S0**  
416-355-2338  
(Northumberland East)

*Reg, PPSR*  
P.O. Box 1268  
127 Sydney St.  
**Cornwall K6H 5V3**  
613-932-4522  
(Stormont)

*Reg*  
192 Lambton St. E.  
P.O. Box 10  
**Durham N0G 1R0**  
519-369-2011  
(Grey South)  
(Satellite of Grey North;  
all correspondence and queries  
should be directed to the land  
registrar in Owen Sound)

*Reg, LT, PPSR*  
353 Church St.  
P.O. Box 398  
**Fort Frances P9A 3M7**  
807-274-5451  
(Rainy River)



*Reg, LT*  
178 McKellar St.  
P.O. Drawer 9  
**Glencoe N0L 1M0**  
519-287-2511  
(Middlesex West)

*Reg, PPSR*  
38 North St.  
P.O. Box 216  
**Goderich N7A 3Z2**  
519-524-9562  
(Huron)

*Reg, LT*  
Phipps St.  
P.O. Box 265  
**Gore Bay P0P 1H0**  
705-282-2442  
(Manitoulin)

*PPSR*  
Phipps St.  
P.O. Box 265  
**Gore Bay P0P 1H0**  
705-282-2461  
(Manitoulin)

*Reg, PPSR*  
P.O. Box 905  
21 Douglas St.  
**Guelph N1H 6M6**  
519-822-0251  
(Wellington South)

*Reg, LT, PPSR*  
375 Main St.  
P.O. Box 159  
**Haileybury P0J 1K0**  
705-672-3332  
(Timiskaming)

*Reg, LT, PPSR*  
Ontario Government Bldg.  
119 King St. W.  
P.O. Box 2112  
**Hamilton L8N 3Z9**  
416-521-7561  
(Wentworth)

*Reg, LT, PPSR*  
220 Main St. S.  
P.O. Box 1350  
**Kenora P9N 3X7**  
807-468-3138  
(Kenora)

*Reg, PPSR*  
Court House  
**Kingston K7L 2N4**  
613-547-2221  
(Frontenac)

*Reg*  
200 Frederick St., 3rd Flr.  
P.O. Box 35  
**Kitchener N2G 3W9**  
519-576-1330  
(Waterloo North)

*PPSR*  
200 Frederick St., 3rd Flr.  
P.O. Box 35  
**Kitchener N2G 3W9**  
519-576-2370  
(Waterloo North)

*Reg, PPSR*  
Provincial Court Bldg.  
440 Kent St. W.  
Box 430  
**Lindsay K9V 4S5**  
705-324-4912  
(Victoria)

*Reg, LT*  
80 Dundas St.  
P.O. Box 5600  
**London N6A 2P3**  
519-679-7180  
(Middlesex East)

*PPSR*  
80 Dundas St.  
P.O. Box 5600  
**London N6A 2P3**  
519-679-7185  
(Middlesex East)

*Reg, LT, PPSR*  
36 Court St.  
P.O. Box 302  
**L'Orignal K0B 1K0**  
613-675-4648  
(Prescott)

*Reg, LT*  
491 Steeles Ave. E.  
**Milton L9T 1Y7**  
416-878-7287/8  
(Halton)

*PPSR*  
491 Steeles Ave. E.  
**Milton L9T 1Y7**  
416-878-1882  
(Halton)

*Reg*  
Newcastle St.  
P.O. Box 270  
**Minden K0M 2K0**  
705-286-1391  
(Haliburton)

*Reg*  
5th Street  
**Morrisburg K0C 1X0**  
613-543-2583  
(Dundas)

*Reg, PPSR*  
87 Thomas St.  
P.O. Box 307  
**Napanee K7R 3M4**  
613-354-3751  
(Lennox)

*Reg, LT*  
50 Eagle St. W.  
**Newmarket L3Y 6B1**  
416-895-1561  
(York Region)

*Reg, LT, PPSR*  
514 Main St. W.  
**North Bay P1B 2V4**  
705-474-2270  
(Nipissing)

*Reg, PPSR*  
75 First St.  
**Orangeville L9W 2E7**  
519-941-1481  
(Dufferin)

*LT*  
Court House  
2 Daly Ave.  
**Ottawa K1N 6E2**  
613-566-3791  
(Ottawa-Carleton)

*Reg, PPSR*  
Court House  
67 Nicholas St.  
**Ottawa K1N 7B9**  
613-566-3756  
(Ottawa-Carleton)

*Reg, PPSR*  
Court House  
595 9th Ave. E.  
**Owen Sound N4K 3E3**  
519-376-1637  
(Grey North)

*Reg, LT, PPSR*  
28 Miller St.  
P.O. Box 276  
**Parry Sound P2A 2X4**  
705-746-5816  
(Parry Sound)

*Reg, PPSR*  
283 Pembroke St. E.  
P.O. Box 760  
**Pembroke K8A 6X1**  
613-732-8331  
(Renfrew)

*Reg, PPSR*  
10 Sunset Blvd.  
P.O. Box 278  
**Perth K7H 3E4**  
613-267-1144  
(Lanark South)



*Reg, LT, PPSR*  
Court House  
470 Water St. N.  
**Peterborough K9H 3M3**  
705-745-0583 Ext. 44  
(Peterborough)

*Reg, PPSR*  
1 Pitt-St.  
P.O. Box 1310  
**Picton K0K 2T0**  
613-476-3219  
(Prince Edward)

*Reg, LT*  
17 Mill St. N.  
P.O. Box 122  
**Port Hope L1A 3W3**  
416-885-5616  
(Port Hope)  
(Satellite of Peterborough; all  
correspondence and queries  
should be directed to the  
land registrar in Peterborough)

*Reg*  
Centre St.  
P.O. Box 1660  
**Prescott K0E 1T0**  
613-925-3177  
(Grenville)  
(Satellite of Leeds; all  
correspondence and queries  
should be directed to the  
land registrar in Brockville)

*Reg, LT*  
469 Concession St.  
P.O. Box 10  
**Russell K0A 3B0**  
613-445-2138  
(Russell)

*Reg, PPSR*  
Court House  
700 N. Christina St.  
P.O. Box 3021  
**Sarnia N7T 7N5**  
519-337-3265 Ext. 40  
(Lambton)

*Reg, LT, PPSR*  
P.O. Box 550  
420 Queen St. E.  
**Sault Ste. Marie P6A 5M8**  
705-253-8887  
(Algoma)

*Reg, LT, PPSR*  
Court House  
#3 Highway West  
**Simcoe N3Y 4K8**  
519-426-2216  
(Haldimand-Norfolk)

*Reg, LT, PPSR*  
59 Church St.  
P.O. Box 126  
**St. Catharines L2R 6R4**  
416-684-6351  
(Niagara North)

*Reg, PPSR*  
York St. W.  
P.O. Box 902  
**Stratford N5A 6T1**  
519-271-3343  
(Perth)

*Reg, LT, PPSR*  
P.O. Box 4  
Wellington St.  
**St. Thomas N5P 3T5**  
519-631-3015  
(Elgin)

*LT*  
P.O. Box 4  
Wellington St.  
**St. Thomas N5P 3T5**  
519-631-3015  
(Kent (Lake Erie))

*Reg, LT*  
199 Larch St., 3rd Flr.  
P.O. Box 1240  
**Sudbury P3E 5P9**  
705-675-4300  
(Sudbury)

*PPSR*  
P.O. Box 1240  
199 Larch St., 3rd Flr.  
**Sudbury P3E 5P9**  
705-675-4306  
(Sudbury)

*Reg, LT, PPSR*  
29 Royston Court  
Postal Station 'P'  
**Thunder Bay P7A 4Y7**  
807-475-1235  
(Thunder Bay)

*Reg*  
New City Hall  
100 Queen St. W.  
**Toronto M5H 2N1**  
416-965-7553  
(Toronto City)

*Reg*  
New City Hall  
100 Queen St. W.  
**Toronto M5H 2N1**  
416-965-7588  
(Toronto Boroughs)

*LT*  
New City Hall  
100 Queen St. W.  
**Toronto M5H 2N1**  
416-965-5269  
(Metropolitan Toronto)

*PPSR*  
543 Yonge St., 2nd Flr.  
**Toronto M7A 2J8**  
416-963-0460  
(Toronto)

*Reg, LT, PPSR*  
203 Cayley St.  
P.O. Box 1690  
**Walkerton N0G 2V0**  
519-881-2251  
(Bruce)

*Reg, LT, PPSR*  
20 Cross St. N.  
P.O. Box 730  
**Welland L3B 3G1**  
416-735-4011/13  
(Niagara South)

*Reg, LT, PPSR*  
400 Centre St. S.  
**Whitby L1N 4W2**  
416-668-6811  
(Durham)

*Reg, LT*  
250 Windsor Ave. 3rd Flr.  
P.O. Box 1238, Postal Station 'A'  
**Windsor N9A 6V9**  
519-254-6363  
(Essex)

*PPSR*  
250 Windsor Ave., 3rd Flr.  
P.O. Box 1238, Postal Station 'A'  
**Windsor N9A 6V9**  
519-254-1813  
(Essex)

*Reg, LT, PPSR*  
75 Graham St.  
P.O. Box 246  
**Woodstock N4S 7W8**  
519-537-6286/7  
(Oxford)

## PUBLIC ENTERTAINMENT STANDARDS PROGRAM

**ATHLETIC COMMISSIONER**  
555 Yonge St., 3rd Flr.  
Toronto M7A 2H6  
416-963-0844

CCR 33

The Athletic Commissioner administers the **Athletics Control Act** and is responsible for the proper conduct of all professional **sport** in Ontario. Maintains liaison with **community**



**centres and arenas.** Issues **licences** to professional **boxers** and **wrestlers** and all officials involved in both sports.

#### LOTTERIES BRANCH

CCR 34

555 Yonge St., 3rd Flr.

Toronto M7A 2H6

416-963-0272

The branch issues **licences**, supervises and controls all **lottery**, **bingo**, **raffle**, and **games of chance** operators in Ontario covered under the **Criminal Code of Canada**. Copies of the regulations are available from the branch on request.

#### ONTARIO RACING COMMISSION

CCR 35

10 Wellesley St. E., 3rd Flr.

Toronto M7A 2K1

416-963-0520

Promotes the proper management of **horse racing** and the orderly behaviour and integrity of participants. Issues **licences** to participants and encourages the improvement of the quality of horses that race. For further information contact judges and stewards at race tracks or the head office of the Ontario Racing Commission.

#### THEATRES BRANCH

CCR 36

1075 Millwood Road

Toronto M4G 1X6

416-421-2462

Administering the Theatres Act, the Theatres Branch is responsible for the **safety** and well-being of film **theatre** goers in Ontario, for approving for public exhibition all **35mm**, **16mm**, **8mm** and **videotape film** and for the approval of all printed **advertising** related to this exhibition.

To achieve these ends the branch inspects new **theatre construction**; issues **licences** to standard **theatres** in the province and monitors them through regular inspection; tests and licenses **projectionists**; licenses **film distributors** or **exchange** houses and **projection equipment** (including **videotape** machines) that are operated for public exhibition.

The branch also administers the **Ontario Board of Film Censors**. Current criteria for approval and classification of **films** are based on the 1978 Supreme Court of Canada decision in the MacNeil case which placed emphasis on community standards.

Information packages including branch history and Ontario Board of Film Censors procedures and guidelines are available from this Ministry's Consumer Information Centre, 555 Yonge St., Main Floor, Toronto (963-1111). The monthly screening report on films and the monthly report on eliminations requested in films are on file at the Consumer Information Centre.

**REGISTRAR GENERAL PROGRAM****OFFICE OF THE REGISTRAR GENERAL**

CCR 37

Macdonald Block, 2nd Flr.

Queen's Park M7A 1Y5

416-965-1687

Toll free: 1-800-268-7543

The Office of the Registrar General registers and records Ontario **births, deaths, marriages**, still-births and parentage. It also keeps **adoption, divorce** and **name change records**. **Statistics** relating to births, deaths, marriages, divorce and still-births are compiled annually. Wallet size, paper and certified photocopies of birth, death and marriage certificates are provided to those entitled to them on application and payment of \$5.00 each. Under the **Marriage Act** certificates of **registration** are issued to people authorized to perform marriages in Ontario; contact **Marriage Office**, 965-2026. Contact Office of the Registrar General or local municipal office for advice on registration of births or deaths.

**AGENCIES**

For some background information on ministerial agencies, boards and commissions, see the first entry under Royal Commissions, Special Purpose Bodies and Others (COMM 1). Some of this Ministry's agencies are listed below. For information on agencies not listed, contact this Ministry's information or communications branch.

**COMMERCIAL REGISTRATION APPEAL**

CCR 38

**TRIBUNAL**

1 St. Clair Ave. W.

Toronto M4V 1K6

416-965-7798

The Tribunal holds public hearings on appeals to review administrative decisions denying, refusing to renew, suspending or revoking **registration** of would-be or now registered individuals and **corporations**; to review government originated cease and desist orders respecting **advertising**, selling and unfair **business** practices by: **real estate** and **business** brokers and salespersons, **mortgage** brokers, **motor vehicle** dealers and salespersons, **bailiffs**, consumer **credit** reporting agencies, **collection** agencies, **itinerant sellers**, manufacturers and renovators of **upholstered and stuffed articles**, distributors of paperback **books** and **periodicals**, **travel** agents and wholesalers; and appeals under the **Discriminatory Business Practices Act**. Also hears claimant and Registrar appeals from decisions of the Corporation administering the **New Home Warranties Plan Act**, appeals of **credit** unions from orders taking over management of the **Ontario Share and Deposit Insurance Corporation**, and claimant appeals from trustees' decisions under the **Travel Industry Act**.

**HUDAC NEW HOME WARRANTY PROGRAM**

CCR 39

600 Eglinton Ave. E.

Toronto M4P 1P3

416-488-6000

The Program administers the Ontario **New Home Warranties Plan Act** which came into effect December 31, 1976. This Act requires the **registration** of all **builders** of new homes including **condominiums** and **mobile homes** placed on permanent foundations for year



round occupancy. The Hudac New Home Warranty Program (NHWP), is a self financing non-profit corporation which provides a warranty that new and previously unoccupied **houses** sold are free from defects in workmanship and material for one year. Purchasers must obtain a certificate under the Warranty Program and should deal directly with the builder during the first year after purchase. The Program covers major structural defects up to a maximum of \$20,000 for an additional four years. Deposit monies paid to builders are also covered up to a maximum of \$20,000. The corporation will handle **consumer complaints** from buyers of new homes but buyers should inform both the builder and the Warranty Program of any problems in writing. There is a Warranty Program regional office in Hamilton, Kitchener, Ottawa, Sudbury and Thunder Bay, listed in the white pages of the local telephone directory under Hudac New Home Warranty Program but complaints are handled by the main office in Toronto only. Under certain circumstances, builders, vendors, or house owners can request assistance to resolve disputes through the **Commercial Registration Appeal Tribunal** or the **Arbitration Institute**. The Warranty Program issues a quarterly publication, *The Link*, to all registered builders and vendors.

#### LIQUOR CONTROL BOARD OF ONTARIO

CCR 40

55 Lakeshore Blvd. E.  
Toronto M5E 1A4  
416-965-4911

The Liquor Control Board of Ontario (LCBO) oversees the distribution and sale of **liquor** (spirits, **alcohol**, ale, beer and **wine**) for home consumption and liquor sales to licensed establishments through Liquor Control Board stores and **Brewers' Retail Stores** throughout Ontario. The LCBO imports special orders of products not normally carried. Special rare wine and spirits cellars are operated in Toronto (416-963-1224) and in Ottawa (613-733-0041) to stock only high quality products in limited supply. Consultants are available in liquor stores in some metropolitan areas to advise on choosing wine. Duty-free stores at the Toronto International Airport sell liquor to foreign-bound passengers.

#### LIQUOR LICENCE BOARD OF ONTARIO

CCR 41

55 Lakeshore Blvd. E.  
Toronto M5E 1A4  
416-965-4654

The Liquor Licence Board of Ontario (LLBO) issues, renews, transfers, suspends and revokes **liquor licences** for on-premise sale and consumption of **alcoholic** beverages, including issuing Special Occasion Permits. The Liquor Licence Board also regulates alcoholic beverage **advertising** and inspects all licensed establishments in Ontario. **Ontario Photo Cards** are available on a voluntary basis to Ontario residents over 19. Application forms may be obtained from liquor stores and **Brewers' Retail** outlets. For information on obtaining a liquor licence, call 965-4691; Ontario Photo Cards, 965-4964; Special Occasion Permits, 965-4675; transfers, 965-3539; advertising, 965-3450; inspections, 965-4666.

#### LIQUOR LICENCE APPEAL TRIBUNAL

CCR 42

1 St. Clair Ave. W.  
Toronto M4V 1K6  
416-965-7798

The Tribunal holds public hearings on appeals from persons aggrieved by **Liquor Licence Board** decisions: to refuse to issue, to suspend, attach terms to, or revoke a **licence** or

**permit**; to refuse to renew or approve a transfer of a licence; suspend, revoke or refuse to renew a manufacturer's licence; temporarily suspend a licence or permit in the public interest; refuse to register an agent or representative; issue an interdiction order; issue a cease and desist order with respect to an **advertisement** or public notice.

#### ONTARIO SECURITIES COMMISSION

CCR 43

20 Queen St. W., Ste. 1800

Toronto M5H 3S8

416-963-0223

The Ontario Securities Commission maintains files on **corporations'** disclosure of take-over bids, proxy and proxy solicitation, insider trading and financial disclosure for the benefit of investors (963-0259). Processes **mining** and other prospectus offerings of **securities** as well as applications for transfer or release of securities from escrow (963-0239). **Registers stockbrokers**, salespersons and **investment** advisers, **commodity** futures dealers, salespersons and advisers (963-0228). Investigates **consumer complaints** about stockbrokers, salespersons and commodity brokers, salespersons and advisers and complaints about actions by companies affecting the value of securities (963-0242). The Commission answers general questions about commodity futures trading (963-0255).

#### PENSION COMMISSION OF ONTARIO

CCR 44

10 Wellesley St. E., 2nd Flr.

Toronto M7A 2K2

416-963-0522

The Pension Commission of Ontario administers the **Pension Benefits Act**, which requires the **registration** and regulation of all private (i.e. company) **pension** plans covering **employees** in Ontario. The Commission also provides information and advice to the general public, pension plan administrators and to the pension industry regarding Ontario's legislated requirements for private **pension** plans. The Commission is not concerned with any of the federal pension plans nor provincial social service programs.

#### RESIDENTIAL TENANCY COMMISSION

CCR 45

##### RENT REVIEW

60 Bloor St. W., 7th Flr.

Toronto M4W 3B8

416-963-2742

Part XI of Ontario's **Residential Tenancies Act** limits the amount and frequency of **rent** increases in certain rental accommodation. One increase per year, regardless of amount, is permitted. Increases are limited to a maximum of 6% unless the **landlord/landlady** has obtained approval from Commission for a greater increase. Rent Review applies to rental houses, apartments, townhouses, rooming houses, **mobile homes** and sites. Certain non-profit or government-owned rental housing, new units not rented prior to January 1, 1976, and units where the rent is \$750.00 or more per month, are exempt from Rent Review. Commission offices throughout Ontario (listed below) provide information and advice on all **landlord** and **tenant** matters, including brochures, and handle rent review cases in local areas. If local office is long distance, call operator and ask for Zenith 96000 for toll-free call.



## Central East

114 Worsley St., 5th Flr.

**Barrie L4M 1M1**

705-737-2111

(For County of Simcoe,  
District Municipality of  
Muskoka)

1310 Dundas St. E., 2nd Flr.

**Mississauga L4Y 2C1**

416-270-3280

(For Regional Municipality of Peel)

340 George St. N., 2nd Flr.

**Peterborough K9H 7E8**

705-743-9511

(For Counties of Peterborough,  
Northumberland, Victoria,  
Haliburton & the Regional  
Municipality of Durham)

## Central West

55 Hess St. S., 21st Flr.

**Hamilton L8P 4R8**

416-528-8701

(For Regional Municipalities  
of Hamilton-Wentworth,  
Halton, Haldimand-Norfolk,  
and County of Brant)

30 Duke St. W., 4th Flr.

**Kitchener N2H 3W5**

519-579-5790

(For Regional Municipality  
of Kitchener-Waterloo,  
Counties of Wellington,  
Dufferin)

43 Church St. 6th Flr.

**St. Catharines L2R 7E1**

416-684-6562

(For Regional Municipality  
of Niagara)

## Eastern

74 Brock St., 2nd Flr.

**Kingston K7L 1R9**

613-547-2244

(For Counties of Frontenac,  
Lennox & Addington, Leeds  
& Grenville, Hastings,  
Prince Edward, portion  
of Lanark County)

265 Carling Ave., 4th Flr.

**Ottawa K1S 2E1**

613-566-3747

(For Regional Municipality  
of Ottawa-Carleton,  
Counties of Renfrew,  
Stormont, Dundas & Glengarry,  
Prescott & Russell,  
portion of Lanark County)

## Metropolitan Toronto

5233 Dundas St. W., 4th Flr.

**Toronto M9B 1A6**

416-236-2681

(For Etobicoke and York Boroughs)

77 Bloor St. W., 3rd Flr.

**Toronto M5S 1M2**

416-964-8281

(For City of Toronto only)

1880 O'Connor Dr., 2nd Flr.

**Toronto M4A 1W9**

416-752-0683

(For East York only)

2100 Ellesmere Road, 3rd Flr.

**Scarborough M1H 3B7**

416-438-3452

(For Scarborough only)

45 Sheppard Ave. E., 5th Flr.

**Willowdale M2N 5W9**

416-224-7643

(For North York and  
Regional Municipality  
of York)

### Northeastern

215 Oak St. E.  
**North Bay P1B 8P8**  
 705-476-1231  
 (For Districts of  
 Nipissing, Parry Sound)

199 Larch St., 5th Flr.  
**Sudbury P3E 5P9**  
 705-675-4373  
 (For Regional Municipality  
 of Sudbury, Districts of  
 Sudbury, Manitoulin, Algoma)

273 Third Ave., 2nd Flr.  
**Timmins P4N 1E2**  
 705-264-9555  
 (For Districts of Cochrane,  
 Timiskaming)

### Northwestern

435 James St. S., 3rd Flr.  
 P.O. Box 5000, Station 'F'  
**Thunder Bay P7C 5G6**  
 807-475-1595  
 (For Districts of Thunder Bay,  
 Kenora & Rainy River)

### ACTS

#### ACTS

CCR 46

The following is a list of Acts administered by the Ministry of Consumer and Commercial Relations. For information on which branches administer the Acts, see the Key Word Index or contact this Ministry's legal service branch or information/communications branch.

Apportionment Act  
 Assignments and Preferences Act  
 Athletics Control Act  
 Bailiffs Act  
 Bills of Sale Act  
 Boilers and Pressure Vessels Act  
 Boundaries Act  
 Bread Sales Act  
 Business Corporations Act  
 Business Practices Act  
 Cemeteries Act  
 Certification of Titles Act

### Southwestern

80 Dundas St. E., 1st Flr.  
**London N6A 2P3**  
 519-673-1660  
 (For Counties of Middlesex,  
 Oxford, Elgin, Lambton,  
 Perth, Huron)

1131 Second Ave. E., Ste. 106  
**Owen Sound N4K 2J1**  
 519-376-3202  
 (For Counties of Grey, Bruce)

99 Chatham St. E., 7th Flr.  
 Box 189  
**Windsor N9A 6V6**  
 519-253-3532  
 (For Counties of Essex, Kent)



Collection Agencies Act  
Commodity Futures Act  
Compulsory Automobile Insurance Act  
Condominium Act  
Consumer Protection Act  
Consumer Protection Bureau Act  
Consumer Reporting Act  
Cooperative Corporations Act  
Cooperative Health Services of Ontario Assets Protection Act, 1981  
Corporation Securities Registration Act  
Corporations Act  
Corporations Information Act  
Credit Unions and Caisses Populaires Act  
Debt Collectors Act  
Deposits Regulation Act  
Discriminatory Business Practices Act  
Egress from Public Buildings Act  
Elevating Devices Act  
Energy Act  
Factors Act  
Gasoline Handling Act  
Guarantee Companies Securities Act  
Insurance Act  
Investments Contracts Act  
Land Titles Act  
Limited Partnerships Act  
Liquor Control Act  
Liquor Licence Act  
Loan and Trust Corporations Act  
Marine Insurance Act  
Marriage Act  
Ministry of Consumer and Commercial Relations Act  
Mortgage Brokers Act  
Motor Vehicle Accident Claims Act  
Motor Vehicle Dealers Act  
Ontario Credit Union League Limited Act, 1972  
Ontario Deposit Insurance Corporation Act  
Ontario New Home Warranties Plan Act  
Ontario Water Resources Act (Part)  
Operating Engineers Act  
Paperback and Periodical Distributors Act  
Partnerships Act  
Partnerships Registration Act  
Pension Benefits Act  
Personal Property Security Act  
Petroleum Products Price Freeze Act, 1975  
Prearranged Funeral Services Act  
Prepaid Hospital and Medical Services Act  
Racing Commission Act  
Real Estate and Business Brokers Act

Registered Insurance Brokers Act

Registry Act

Residential Complexes Financing Costs Restraint Act, 1982

(self-repealing Dec 1983)

Residential Tenancies Act

Securities Act

Theatres Act

Toronto Stock Exchange Act

Travel Industry Act

Unclaimed Articles Act

Upholstered and Stuffed Articles Act

Vital Statistics Act

Wine Content Act



## MINISTRY OF CORRECTIONAL SERVICES

2001 Eglinton Ave. E.  
Scarborough M1L 4P1

The Ministry of Correctional Services was established by the provincial legislature in 1946 as the Department of Reform Institutions, which operated facilities for male and female adult and juvenile offenders, under 18 governing acts and regulations. The Province took over responsibility for all county and city jails in the province in 1968. The name was changed to the Department of Correctional Services in 1968 with the passing of the Department of Correctional Services Act (consolidating all but the Training Schools Act) and was changed again in 1972 to the Ministry of Correctional Services. In 1972 the Ministry took over probation services from the Ministry of the Attorney General, and in 1977 the responsibility for juvenile offenders was transferred to the Ministry of Community and Social Services.

Correctional Services has jurisdiction over adult male and female persons placed on probation, those on remand awaiting trial or sentencing, those being held for immigration hearings or deportation, those awaiting transfer to federal institutions, those sentenced to terms of less than two years, and those released on parole.

The main objectives of the Ministry are to provide custody and community supervision as directed by the courts and as provided for in federal and provincial legislation governing correctional services in Ontario; to provide information which will assist the courts in determining disposition; to create within institutions and community programs a positive climate in order that offenders become motivated towards positive personal and social adjustment; to make available to clients those program opportunities necessary to assist in making positive personal and social adjustment; and to develop and provide programs for the prevention of crime.

The Ministry of Correctional Services administers the Ministry of Correctional Services Act, 1978.

### DEPUTY MINISTER'S OFFICE

PERSONNEL BRANCH  
2001 Eglinton Ave. E.  
Scarborough M1L 4P1  
416-750-3335

CORRECTIONS 1

Personnel Branch works mainly in an advisory capacity with line managers who have primary responsibility for personnel matters within their units. These services are provided by personnel administrators located in the ministry's main office and at the regional locations listed below. The branch is responsible for the establishment of Ministry personnel policies and procedures, the administration of appropriate classification and compensation levels for all Ministry employees, the coordination of promotional competitions, manpower planning, employee counselling and labour relations matters. The branch maintains the Ministry's personnel and employee benefit records. It also provides liaison between the Ministry and the Civil Service Commission, and the Ontario Public Service Employees Union (OPSEU).

The Personnel Branch operates special employment programs, such as summer **youth employment** programs for students and winter programs for persons with **employment** disadvantages. It also plans, develops and coordinates within the Ministry, the Govern-

ment's **Affirmative Action Program** to improve the status of Ontario government female employees with the ultimate aim of ensuring equal opportunity for women, as well as the **French Language Services** program.

*Regional Personnel Administrator*  
East Metro & Main Office  
2001 Eglinton Ave. E.  
**Scarborough M1L 4P1**  
416-750-3549

*Regional Personnel Administrator*  
Eastern Region  
1055 Princess St., Ste. 404  
**Kingston K7L 1H3**  
613-547-3464

*Regional Personnel Administrator*  
Central Region  
2 Dunbloor Road, Ste. 312  
**Islington M9A 2E4**  
416-248-3901

*Regional Personnel Administrator*  
Northern Region  
199 Larch St., 9th Flr.  
**Sudbury P3E 5P9**  
705-675-4321

*Regional Personnel Administrators*  
Western & Southwestern Regions  
1315 Bishop St., 2nd Floor  
**Cambridge N1R 6Z2**  
519-623-9090

*Regional Personnel Administrator*  
Peterborough Region  
306 George St. N.  
**Peterborough K9J 3H2**  
705-748-4281

## INSPECTIONS AND INVESTIGATIONS BRANCH

CORRECTIONS 2

2001 Eglinton Ave. E.  
Scarborough M1L 4P1  
416-750-3327

The branch conducts routine inspections of all **correctional institutions** and **community resource centres** to ensure the proper care, custody and **safety** of inmates therein. Also carries out inspections of **probation** and **parole** offices. Carries out investigations into internal matters and matters arising in the community involving the institutions of this Ministry and/or inmates. This branch acts in a consultant capacity for operational and preventive security in the institutions.

## PLANNING AND SUPPORT SERVICES DIVISION

### COMMUNICATIONS BRANCH

CORRECTIONS 3

2001 Eglinton Ave. E.  
Scarborough M1L 4P1  
416-750-3421

The Communications Branch informs the public and the media about the Ministry's activities. It establishes communications policy for the Ministry and advises its branches on communications problems. The branch provides communications support to the Minister and the Deputy Minister. Its activities include media liaison, answering public inquiries, and producing and distributing publications, news releases, audio-visual materials, exhibitions and photographic displays.



**INTERNAL AUDIT BRANCH****CORRECTIONS 4**

2001 Eglinton Ave. E.  
 Scarborough M1L 4P1  
 416-750-3372

The branch is responsible for the Ministry's audit functions which include the review and appraisal of accounting, financial and operational controls within the Ministry and in agencies funded by the Ministry.

**LEGAL SERVICES BRANCH****CORRECTIONS 5**

2001 Eglinton Ave. E.  
 Scarborough M1L 4P1  
 416-750-3319

Legal Services Branch counsels the Ministry on legal matters, including the interpretation of statutes and regulations and the preparation and review of proposed legislation, regulations and other legal documents. It supplies the Ministry with general legal services such as preparing litigation, the settlement of claims, acting at court hearings, etc.. The Legal Services Branch is responsible to the Attorney General's Office.

**MANAGEMENT DATA SERVICES****CORRECTIONS 6**

2001 Eglinton Ave. E.  
 Scarborough M1L 4P1  
 416-750-3411

Management Data Services Branch supplies the Ministry with financial management, data processing, **records management** and **systems development**. The Client Information Systems section (750-3384) maintains records of those committed to the custody of the Ministry. It also maintains central personnel and administrative files, and provides the Ministry with records management services.

The Accounts Section (750-3450) is responsible for general accounting functions, including payroll and expense account services, accounts payable, and financial liaison with Management Board of Cabinet, the Provincial Auditor, and other government ministries and agencies.

**PLANNING AND RESEARCH BRANCH****CORRECTIONS 7**

2001 Eglinton Ave. E.  
 Scarborough M1L 4P1  
 416-750-3350

Planning and Research Branch conducts **research** in all aspects of **corrections**, assists in the preparation of strategic and operational plans for all divisions of the Ministry, and carries out analysis and evaluation of Ministry programs. The branch prepares and interprets **statistical data** which describe the client profiles of the Ministry. Reviews all applications by outside researchers to carry out research in any aspect of the Ministry's operations.

**SUPPLY AND SERVICES BRANCH****CORRECTIONS 8**

2001 Eglinton Ave. E.  
 Scarborough M1L 4P1  
 416-750-3501

Supply and Services Branch coordinates purchasing, inventory control, accommodation

leasing and construction, renovations and maintenance in existing Ministry offices, correctional institutions and forestry camps. Facilities Design Planning (750-3511) prepares program requirements and design specifications for new accommodation and renovations to existing facilities and coordinates activities during planning and construction stages. Office Services Section (750-3321) provides mail, messenger, telephone systems and duplicating services, and stationery and printed forms stock for the Ministry.

## COMMUNITY PROGRAMS DIVISION

### COMMUNITY RESOURCE CENTRES DEVELOPMENT BRANCH

CORRECTIONS 9

2001 Eglinton Ave. E.  
Scarborough M1L 4P1  
416-750-3400

Community Resource Centres house **inmates** serving sentences in Ontario correctional institutions. The centres are operated by community organizations under contract to the Ministry. An inmate wishing to pursue an employment or education program outside the institution applies for a transfer to the Community Resource Centre where the inmate also receives **counselling** and **vocational** skills training. Inmates are subject to rules ensuring behaviour in the best interest of the community. Failure to abide by the rules or to make good use of the program results in an inmate's return to the correctional institution.

### COMMUNITY PROGRAM SUPPORT SERVICES BRANCH

CORRECTIONS 10

2001 Eglinton Ave. E.  
Scarborough M1L 4P1  
416-750-3475

Community Program Support Services Branch is responsible for staff training within the Community Programs Division, and for the development of new initiatives in corrections which involve the community. Among these are working with volunteers, community service orders, restitution programs and the development of programming for Native offenders.

For a description of each program, see the following entries: Bail Verification & Supervision (CORRECTIONS 11), Community Programs Staff Training (CORRECTIONS 12), Community Service Orders (CORRECTIONS 13), Community Volunteer Programs (CORRECTIONS 14), Driving While Impaired Program (CORRECTIONS 15), Fine Options Program (CORRECTIONS 16), Native Program Development (CORRECTIONS 17), Restitution Program Development (CORRECTIONS 18), and Victim Assistance Program (CORRECTIONS 19).

### BAIL VERIFICATION AND SUPERVISION COMMUNITY PROGRAM SUPPORT SERVICES BRANCH

CORRECTIONS 11

2001 Eglinton Ave. E.  
Scarborough M1L 4P1  
416-750-3475

The Bail Verification and Supervision Program is directed at reducing the number of remanded incarcerated people. Provides information to the courts on the accused's ability



to post **bail** or obtain a surety and confirms community ties. In certain cases bail supervision is offered as an alternative to incarceration pending disposition of charges.

COMMUNITY PROGRAMS STAFF TRAINING CORRECTIONS 12  
 COMMUNITY PROGRAM SUPPORT SERVICES BRANCH  
 2001 Eglinton Ave. E.  
 Scarborough M1L 4P1  
 416-750-3475

Community Programs Staff Training provides training and consultation services to all staff in the Community Programs Division of the Ministry and to the **Ontario Board of Parole**.

COMMUNITY SERVICE ORDERS CORRECTIONS 13  
 COMMUNITY PROGRAM SUPPORT SERVICES BRANCH  
 2001 Eglinton Ave. E.  
 Scarborough M1L 4P1  
 416-750-3475

Community Service Orders (**CSO**) are given to non-violent offenders as a condition of a **probation** order in lieu of incarceration. The work performed would not otherwise be carried out except by volunteers. In some instances offenders provide direct service to their victims in reparation. Organizations with projects of tangible benefit to the community can obtain **volunteer** help from the CSO Project by writing to the Community Service Orders Project, Community Program Support Services Branch, Ministry of Correctional Services, 2001 Églinton Ave. East, Scarborough M1L 4P1.

COMMUNITY VOLUNTEER PROGRAMS CORRECTIONS 14  
 COMMUNITY PROGRAM SUPPORT SERVICES BRANCH  
 2001 Eglinton Ave. E.  
 Scarborough M1L 4P1  
 416-750-3475

Community Volunteer Programs is a central resource to volunteer coordinators involved in the recruiting, screening, training and supervision of **volunteers** who are involved in community programs operated by the Ministry, including **probation** and **parole** services. Opportunities for volunteer participation exist in all geographic areas of the Province.

DRIVING WHILE IMPAIRED PROGRAM CORRECTIONS 15  
 COMMUNITY PROGRAM SUPPORT SERVICES BRANCH  
 2001 Eglinton Ave. E.  
 Scarborough M1L 4P1  
 416-750-3475

The Driving While Impaired Program (**DWI**) is a pilot project designed to deal with impaired **drivers**. Funded by the Community Resource Centres Development Branch, it is currently operating at Madeira House, a community resource centre located at 2304 Lakeshore Blvd. W., Etobicoke M8V 1A7, 259-7513.

The program is restricted to those individuals transferred from Mimico Correctional Centre. Individuals accepted into the program receive **alcohol education** as well as individual and group counselling. The Community Programs Support Services Branch provides consultation to those persons operating the DWI program.

FINE OPTIONS PROGRAM  
COMMUNITY PROGRAM SUPPORT SERVICES BRANCH  
2001 Eglinton Ave. E.  
Scarborough M1L 4P1  
416-750-3475

CORRECTIONS 16

The **Fine Options Program** is a pilot project intended to offer an alternative to incarceration for the non-payment of fines under the **Provincial Offences Act**. Individuals **volunteer** to do **community service** work at the minimum wage rate to accumulate credits toward fine payment. The program is available to individuals in the pilot areas when a fine is in default. The pilot projects are being carefully studied for possible expansion.

NATIVE PROGRAM DEVELOPMENT  
COMMUNITY PROGRAM SUPPORT SERVICES BRANCH  
2001 Eglinton Ave. E.  
Scarborough M1L 4P1  
416-750-3475

CORRECTIONS 17

Native Program Development is responsible for the development of policies and training related to the problems of **Native peoples** who are **inmates** in Ontario **correctional institutions** and for the coordination and development of institutional and community-based programs directed to the needs of Native inmates. Provides liaison with Native organizations of Ontario.

RESTITUTION PROGRAM DEVELOPMENT  
COMMUNITY PROGRAM SUPPORT SERVICES BRANCH  
2001 Eglinton Ave. E.  
Scarborough M1L 4P1  
416-750-3475

CORRECTIONS 18

Selected **probationers** with potential restitution conditions are often encouraged to meet with the victims of the **crimes** and with a third party mediator to determine how the victims will receive **restitution** - in cash or kind. Similar programs are encouraged for selected **inmates** in Ontario correctional institutions, whereby they are placed in a Community Resource Centre, obtain suitable employment and make restitution to their victims.

VICTIM ASSISTANCE PROGRAM  
COMMUNITY PROGRAM SUPPORT SERVICES BRANCH  
2001 Eglinton Ave. E.  
Scarborough M1L 4P1  
416-457-1690

CORRECTIONS 19

The Victim Assistance Program is a pilot project alerting victims of **crime** to available social services such as crisis **counselling** and information on the criminal justice process.

PROBATION AND PAROLE BRANCH  
2001 Eglinton Ave. E.  
Scarborough M1L 4P1  
416-750-3440

CORRECTIONS 20

Probation and Parole Branch works closely with all courts of criminal jurisdiction in Ontario and the **Ontario Board of Parole**. The branch provides: pre-sentence reports to



judges; pre-parole reports to the Ontario Board of Parole; supervision and assistance to **probationers**, offenders on **parole** and to former **inmates** who need assistance after release from correctional institutions. Assistance by probation and parole officers includes **counselling** and guidance in finding employment, housing, food, clothing, etc.. Services are further extended through contracts with private agencies. Contact the local probation field office, listed by region below. Regional Administrators are responsible to the Director of Probation and Parole Services for the daily operation of services located in nine geographic regions. If long distance ask Operator for Zenith 70930 for toll-free service.

## **EASTERN REGION**

*Regional Administrator*  
1055 Princess St., Ste. 404  
**Kingston K7L 1H3**  
613-547-3464

180 Front St.  
**Belleville K8N 2Y7**  
613-968-5737

75 Water St. W.  
**Brockville K6V 3L7**  
613-345-3061

502 Pitt St.  
**Cornwall K6J 3R5**  
613-933-6335

162 Division St.  
**Kingston K7L 3M6**  
613-547-3456

41 Dundas St. W.  
**Napanee K7R 1Z5**  
613-354-3200

Court St., P.O. Box 309  
Counties Bldg.  
**L'Orignal K0B 1K0**  
613-675-4630

400 Cumberland St., 1st Flr.  
**Ottawa K1N 8X3**  
613-566-3811

1150 Morrison Dr., 1st Flr.  
**Ottawa K2H 8S9**  
613-820-9460

124 Pembroke St. W.  
P.O. Box 275  
**Pembroke K8A 6X3**  
613-735-0608

13 Russell St. E.  
**Smiths Falls K7A 1E7**  
613-283-5663

80 Division St.  
Ontario House  
**Trenton K8V 5S5**  
613-392-6549

## **HALTON-PEEL REGION**

*Regional Administrator*  
440 Elizabeth St., Ste. 202  
**Burlington L7R 2M1**  
416-632-3122

85 Kennedy Rd. S.  
Kennedy Centre, Ste. 2  
**Brampton L6W 3G1**  
416-457-1690

c/o Vanier Centre for Women  
100 McLaughlin Rd. S.  
P.O. Box 1150  
**Brampton L6V 2M5**  
416-459-9100

c/o Ontario Correctional Institute  
109 McLaughlin Rd. S.  
P.O. Box 1888  
**Brampton L6V 2P1**  
416-457-7050

440 Elizabeth St.  
**Burlington L7R 2M1**  
416-637-3457

232 Guelph St., Ste. 205  
P.O. Box 160  
**Halton Hills (Georgetown) L7G 4Y5**  
416-877-2268

55 Ontario St.  
Milton Mall, 2nd Flr.  
**Milton L9T 2M3**  
416-878-7259

c/o Maplehurst Correctional  
Centre/Adult Training Centre  
661 Martin St., P.O. Box 10  
**Milton L9T 2Y3**  
416-878-8141

470 Hensall Circle, Upper Level  
**Mississauga L5A 3V4**  
416-276-2117

344 Lakeshore Rd. E.  
Ste. 'C', 2nd Flr.  
**Oakville L6J 5B1**  
416-845-8571

70 First St., Ste. 202  
**Orangeville L9W 2E5**  
519-941-4622

c/o Mimico Correctional Centre  
130 Horner Ave.  
P.O. Box 75, Station N  
**Toronto M8V 3S9**  
416-255-0131

#### **NORTHEAST REGION**

*Regional Administrator*  
199 Larch St., 9th Flr.  
**Sudbury P3E 5P9**  
705-675-4321

1 Beaumont Dr.  
Riverside Inn  
Ste. 2, Box 1872  
**Bracebridge P0B 1C0**  
705-645-8768/9

Birch & Lorne St.  
Federal Bldg., P.O. Box 419  
**Chapleau P0M 1K0**  
705-864-1230

District Court House  
P.O. Box 1119  
**Cochrane P0L 1C0**  
705-272-4348

15 Charles Walk  
**Elliot Lake P5A 2A2**  
705-848-7091

71 Centre St.  
**Espanola P0P 1C0**  
705-869-2882

District Court House  
P.O. Box 624  
**Haileybury P0J 1K0**  
705-672-3397

P.O. Box 2349  
**Hearst P0L 1N0**  
705-362-7779

15 Main St., 2nd Flr.  
P.O. Box 1612  
**Huntsville P0A 1K0**  
705-789-5721

253 Main St.  
P.O. Box 908  
**Iroquois Falls P0K 1G0**  
705-232-6444

46 Queen St.  
P.O. Box 295  
**Kapuskasing P5N 2Y4**  
705-335-6116

23 Prospect Ave., Rm. 12  
P.O. Box 232  
**Kirkland Lake P2N 3H7**  
705-567-9396



P.O. Box 189  
1 Arthur St.  
**Manitowaning P0P 1N0**  
705-859-3184

P.O. Box 487  
**Moosonee P0L 1Y0**  
705-336-2270

581 Fraser St.  
**North Bay P1B 3X3**  
705-474-4170

3 Beechwood Dr.  
**Parry Sound P2A 1Z1**  
705-746-5809

477 Queen St. E., P.O. Box 115  
**Sault Ste. Marie P6A 5L2**  
705-253-1182

217 Holditch St., P.O. Box 338  
**Sturgeon Falls P0H 2G0**  
705-753-1282

199 Larch St., 2nd Flr.  
**Sudbury P3E 5P9**  
705-675-4311

38 Pine St. N.  
101 Mall, Ste. 139  
**Timmins P4N 6K6**  
705-264-5218

## NORTHWEST REGION

*Regional Administrator*  
106 N. Cumberland St., 2nd Flr.  
**Thunder Bay P7A 4M2**  
807-345-3309

24 Hematite, P.O. Box 988  
**Atikokan P0T 1C0**  
807-597-6212

Government Rd., P.O. Box 787  
Ontario Government Bldg., 1st Flr.  
**Dryden P8N 2Z4**  
807-223-3356

340 Scott St.  
**Fort Frances P9A 1G9**  
807-274-3671

305 Main St., P.O. Box 1119  
**Geraldton P0T 1M0**  
807-854-1774

136 Main St. S., 2nd Flr.  
**Kenora P9N 1S9**  
807-468-3348

64 Front St., P.O. Box 759  
**Nipigon P0T 2J0**  
807-887-2938

P.O. Box 845  
**Red Lake P0V 2M0**  
807-727-2846

107 Johnson Ave., 2nd Flr.  
**Thunder Bay P7B 2V9**  
807-344-5816

## OSHAWA-KAWARTHA LAKES REGION

*Regional Administrator*  
146 Simcoe St. N.  
**Oshawa L1G 4S7**  
416-571-3772

1 Valleyview Dr.  
**Bancroft K0L 1C0**  
613-332-4040

114 Worsley St.  
**Barrie L4M 1M1**  
705-726-6461

150 St. Paul St.  
**Collingwood L9Y 3P2**  
705-445-3110

322 Kent St. W.  
P.O. Box 7000  
**Lindsay K9V 5E5**  
705-324-5621

305 Midland Ave.  
Ground Flr.  
**Midland L4R 3K5**  
705-526-3715

19 Front St. N.  
**Orillia L3V 4R6**  
705-325-9508

57 Simcoe St. S., Ste. 2J  
**Oshawa L1H 4G4**  
416-579-6500

199 Wentworth St. W., Ste. 3  
**Oshawa L1J 6P4**  
416-571-3774

306 George St. N., Top Flr.  
**Peterborough K9J 3H2**  
705-743-2661

1305 Sheridan Mall Parkway  
Pickering Corporate Centre  
Ste. 416  
**Pickering L1V 3P2**  
416-831-2600

38 Walton St., Ste. 2  
**Port Hope L1A 1N1**  
416-885-4581

305 Midland Ave., Ground Flr.  
**Midland L4R 3K5**  
705-526-3715

C/O Millbrook Correctional Centre  
P.O. Box 300  
**Millbrook L0A 1G0**  
705 932-2624

#### **SOUTHWEST REGION**

*Regional Administrator*  
353 Richmond St., 2nd Flr.  
**London N6A 3C2**  
519-679-1760

100 Wellington Square  
City Hall, 2nd Flr.  
**Brantford N3T 2M3**  
519-752-6505

93 Centre St.  
**Chatham N7M 4W3**  
519-352-1243

Court House,  
**Goderich N7A 1M2**  
519-524-6282

Selkirk House,  
18 Selkirk Ave.,  
**Leamington N8H 1G3**  
519-326-5531

80 Dundas St., 1st Flr.  
P.O. Box 5600, Terminal A  
**London N6A 2P3**  
519-679-7120

1730 Dundas St., 2nd Flr.  
**London N5W 3E2**  
519-452-3650

700 North Christina St.  
**Sarnia N7V 3C2**  
519-337-8891

145 Curtis St.  
**St. Thomas N5P 3Z7**  
519-631-3430

7 Simcoe St. S., Ste. 1  
**Simcoe N3Y 2X7**  
519-426-4250

100 Erie St.  
**Stratford N5A 2M4**  
519-271-5220

880 Ouellette Ave.  
Trade and Commerce Bldg., Ste. 506  
**Windsor N9A 1C7**  
519-254-3291



40 Wellington St. N.  
**Woodstock N4S 6P3**  
 519-539-8175

## TORONTO EAST/YORK REGION

*Regional Administrator*  
 150 Consumers Rd., Ste. 404  
**Willowdale M2J 1P9**  
 416-494-0733

92 Davis Dr., Ste. 209  
**Newmarket L3Y 2N1**  
 416-898-6511

50 Eagle St. W.  
 c/o Provincial Court  
 (Criminal Division)  
**Newmarket L3Y 1J3**  
 416-895-5920

8185 Yonge St., Ste. 212  
**Thornhill L3T 2C6**  
 416-731-3061

4125 Lawrence Ave. E., Ste. 101  
**Scarborough M1E 2S2**  
 416-284-3634

1940 Eglinton Ave E., Ste. 204  
**Scarborough M1L 4R1**  
 416-750-3452

1911 Eglinton Ave. E.  
 c/o Scarborough Court  
 (Criminal Division)  
**Scarborough M1L 4P4**  
 416-757-6601

East Mall Court  
 80 East Mall  
**Toronto M8Z 5X1**  
 416-252-6521

North York Court  
 1000 Finch Ave. W.  
**Downsview M3J 2V5**  
 416-663-5355

County Court House  
 361 University Ave., Rm. 210A  
**Toronto M5G 1T3**  
 416-965-2879

384 Parliament St., 2nd Flr.  
**Toronto M5A 2Z7**  
 416-965-0420

2069 Danforth Ave.  
**Toronto M4C 1J8**  
 416-698-2818

1051 Pape Ave., 2nd Flr.  
**Toronto M4K 3W3**  
 416-422-1110

200 Consumers Rd., Ste. 608  
**Willowdale M2J 4R4**  
 416-494-8251

Georgina Township  
 213 Queensway S.  
**Keswick L4P 2A3**  
 416-478-4140

## TORONTO WEST REGION

*Regional Administrator*  
 2 Dunbloor Rd.  
 Provincial Bank Bldg., Ste. 312  
**Islington M9A 2E4**  
 416-248-3901

5233 Dundas St. W., 3rd Flr.  
**Islington M9B 1A6**  
 416-233-1197

23 Westmore Dr., Ste. 112  
**Rexdale M9V 3Y7**  
 416-745-4960

1240 Bay St.  
 5th Flr., Ste. 506  
**Toronto M5R 2A7**  
 416-965-6434

60 Queen St. W.  
Old City Hall, Rm. 321  
**Toronto M5H 2M4**  
416-965-6527

444 Yonge St.  
College Park Court, 2nd Flr.  
**Toronto M5B 2H4**  
416-965-3236

900 Dufferin St.  
Dufferin Mall, Ste. 207  
**Toronto M6H 4B1**  
416-965-5026

2265 Keele St.  
2nd Flr., Ste. 2  
**Toronto M6M 3Z7**  
416-248-3273

121 Willowdale Ave., Ste. 102  
**Willowdale M2N 6A3**  
416-221-3473

2065 Finch Ave. W., Ste. 509  
**Downsview M3N 2V7**  
416-745-6291

## **WEST CENTRAL REGION**

*Regional Administrator*  
1315 Bishop St., 2nd Flr.  
**Cambridge (Galt) N1R 6Z2**  
519-623-9090

1490 Dunbar Rd., Unit 3  
**Cambridge (Galt) N1R 6R3**  
519-621-5760

36 Wyndham St. S.  
**Guelph N1H 7J5**  
519-836-2600

c/o Guelph Correctional Centre  
785 York Rd., P.O. Box 3600  
**Guelph N1H 6P3**  
519-822-0020 Ext. 307

450 Frederick St., Ste. 302  
**Kitchener N2H 2P5**  
519-576-1900

4627 St. Clair Ave., P.O. Box 201  
**Niagara Falls L2E 6T3**  
416-356-1507

1131 Second Ave. E., Ste. 105  
**Owen Sound N4K 2J1**  
519-376-2236

39 Queen St., Rm. 20  
**St. Catharines L2R 5G6**  
416-685-1318

12 Colborne St. S., P.O. Box 404  
**Walkerton N0G 2V0**  
519-881-0760

76 Division St., Ste. 206  
**Welland L3B 3Z7**  
416-735-1660

Ontario Government Bldg.  
119 King St. W., Ste. 104  
Box 2112  
**Hamilton L8N 3Z9**  
416-521-7527

1945 King St. E.  
Main Flr.  
**Hamilton L8K 1W2**  
416-549-9977

1030 Upper James St.  
**Hamilton L9C 6X6**  
416-387-5453

(Cayuga)  
Seneca Municipal Bldg.  
Regional Rd. 9  
York Post Office  
**York N0A 1R0**  
416-765-3355



## INSTITUTIONS DIVISION

## INSTITUTIONS DIVISION

2001 Eglinton Ave. E.  
Scarborough M1L 4P1  
416-750-3487

## CORRECTIONS 21

Institutions Division is responsible for the correctional institutions and the various personnel, both administrative and specialized, supporting their daily operations. Regional Directors are responsible to the Executive Director, Institutions Division, for the daily operations of the institutions located in the geographic area of their responsibilities.

Correctional institutions include jails, detention centres and **correctional centres**. **Jails** and **detention centres** (modern facilities replacing outdated jails) generally house inmates on remand, awaiting trial or sentencing, those being held for immigration hearings or deportation, those serving relatively short or intermittent sentences, and those awaiting transfer to federal institutions. **Educational** programs emphasize academic, **vocational** technical and life skills courses. Within the correctional centres, industrial trades training programs are also offered. **Correctional centres** provide minimum, medium or maximum security, dependent on the institution's classification. Three camps operate separate programs under their parent institution. The **Ontario Correctional Institute** (Brampton) and the Guelph Assessment and Treatment Unit (**Guelph Correctional Centre**) carry out assessment, treatment and **research**. The following is a list of **correctional institutions** under each of the four regions:

## CENTRAL REGION

*Regional Director*  
2 Dunbloor Rd., Ste. 312  
**Toronto M9A 2E4**  
416-248-3901

*Barrie Jail*  
87 Mulcaster St., P.O. Box 224  
**Barrie L4M 4T2**  
705-728-3933

*Hamilton-Wentworth Detention Centre*  
165 Barton St. E.  
**Hamilton L8L 2W6**  
416-523-8800

*Camp Hillsdale (Forestry Camp)*  
**Hillsdale L0L 1V0**  
705-835-3544  
(Parent Institution-Barrie Jail)

*Maplehurst Correctional Centre/  
Adult Training Centre*  
661 Martin St., P.O. Box 10  
**Milton L9T 2Y3**  
416-671-0340

*Metropolitan Toronto West  
Detention Centre*  
111 Disco Rd.  
**Toronto (Etobicoke)**  
P.O. Box 4950  
**Toronto M9W 5L6**  
416-675-1806

*Metropolitan Toronto East  
Detention Centre*  
55 Civic Rd.  
**Scarborough M1L 2K9**  
416-752-8430

*Niagara Detention Centre*  
Highway 58, P.O. Box 1050  
**Thorold L2V 4A6**  
416-227-6321

*Toronto Jail*  
550 Gerrard St. E.  
**Toronto M4M 1X6**  
416-466-2164

*Mimico Correctional Centre*  
130 Horner Ave., P.O. Box 75  
**Toronto M8V 3S9**  
416-255-0131

## **EASTERN REGION**

*Regional Director*  
1055 Princess St., Ste. 106  
**Kingston K7L 1H3**  
613-547-3464

*Brockville Jail*  
Court House Square, P.O. Box 285  
**Brockville K6V 5V5**  
613-342-1456

*Rideau Correctional Centre*  
County Rd. 2, P.O. Box 100  
**Burritt's Rapids K0G 1B0**  
613-269-4748

*Cobourg Jail*  
77 Albert St.  
**Cobourg K9A 2P9**  
416-372-2125

*Cornwall Jail*  
7 Water St. W., P.O. Box 1418  
**Cornwall K6H 5V5**  
613-932-5720

*Lindsay Jail*  
50 Victoria Ave. N.  
**Lindsay K9V 4G3**  
705-324-3792

*L'Orignal Jail*  
Queen St., P.O. Box 345  
**L'Orignal K0B 1K0**  
613-675-4644

*Millbrook Correctional Centre*  
King St. W., P.O. Box 300  
**Millbrook L0A 1G0**  
705-932-2624

*Quinte Detention Centre*  
89 Richmond Blvd.  
**Napanee K7R 3S1**  
613-354-9701

*Ottawa-Carleton Detention Centre*  
2244 Innes Rd.  
**Ottawa K1B 4C4**  
613-824-6080

*Pembroke Jail*  
297 Pembroke St. E.  
**Pembroke K8A 3K2**  
613-735-0647

*Perth Jail*  
62 Beckwith St., P.O. Box 144  
**Perth K7H 3E3**  
613-267-4303

*Peterborough Jail*  
Sheridan & Brock Sts.  
P.O. Box 1480  
**Peterborough K9J 7H7**  
705-743-7331

*Whitby Jail*  
200 Victoria St. W.  
**Whitby L1N 6G3**  
416-668-7791

## **WESTERN REGION**

*Regional Director*  
1315 Bishop St.  
**Cambridge N1R 6Z2**  
519-623-9090

*Ontario Correctional Institute*  
109 McLaughlin Rd. S.  
P.O. Box 1888  
**Brampton L6V 2P1**  
416-457-7050



*Vanier Centre for Women*

100 McLaughlin Rd. S.

P.O. Box 1150

**Brampton L6V 2M5**

416-459-9100

*Brantford Jail*

105 Market St., P.O. Box 577

**Brantford N3T 5N9**

519-752-6578

*Burtch Correctional Centre*

R.R. #1, Mount Pleasant

P.O. Box 940

**Brantford N3T 5S6**

519-484-2421

*Waterloo Detention Centre*

182 Hespeler Rd., P.O. Box 307

**Cambridge N1R 5V2**

519-621-9710

*Chatham Jail*

17 Seventh St.

**Chatham N7M 4J9**

519-352-0150

*Wellington Detention Centre*

588 Stone Rd. E.

**Guelph N1H 6M6**

519-837-2400

*Guelph Correctional Centre*

(includes Guelph Assessment and Treatment Unit - GATU)

785 York Rd., P.O. Box 3600

**Guelph N1H 6P3**

519-822-0020

*Camp Dufferin (Forestry Camp)*

R.R. #2

**Lisle L0M 1M0**

705-424-1520

(Parent Institution -

Guelph Correctional Centre)

*Elgin-Middlesex Detention Centre*

711 Exeter Rd.

P.O. Box 65, Station B

**London N6E 1L3**

519-686-1922

*Owen Sound Jail*

1237 Third Ave., P.O. Box 517

**Owen Sound N4K 5R1**

519-376-0435

*Sarnia Jail*

700 North Christina St.

**Sarnia N7V 3C2**

519-337-3261

*Stratford Jail*

30 St. Andrew St.

**Stratford N5A 1A3**

519-271-2180

*Walkerton Jail*

209 Cayley St., P.O. Box 429

**Walkerton N0G 2V0**

519-881-3442

*Windsor Jail*

378 Brock St., P.O. Box 38

**Windsor N9C 3Y6**

519-254-2891

**NORTHERN REGION**

*Regional Director*

199 Larch St., 9th Flr.

**Sudbury P3E 5P9**

705-675-4321

*Fort Frances Jail*

310 Nelson St., P.O. Box 189

**Fort Frances P9A 3M6**

807-274-7708

*Haileybury Jail*

407 Main St., P.O. Box 578

**Haileybury P0J 1K0**

705-672-3701

*Kenora Jail*

1430 River St.

**Kenora P9N 1K5**

807-468-3168

*Monteith Correctional  
Centre & Jail*

Junction Highways 11 & 577

P.O. Box 90

**Monteith P0K 1P0**

705-232-4092

*North Bay Jail*

2550 Trout Lake Rd.

P.O. Box 354

**North Bay P1B 8H5**

705-472-8115

*Parry Sound Jail*

91-A James St., P.O. Box 166

**Parry Sound P2A 2X3**

705-746-5631

*Sault Ste. Marie Jail*

145 McNabb St., P.O. Box 415

**Sault Ste. Marie P6A 5M1**

705-254-6817

*Sudbury Jail*

181 Elm St. W.

**Sudbury P3C 1T8**

705-675-4150

*Thunder Bay Correctional Centre*  
Highway 61 S.

P.O. Box 1900, Station F

**Thunder Bay P7C 4Y4**

807-577-8401

*Thunder Bay Jail*

285 McDougall St.

P.O. Box 2806, Station P

**Thunder Bay P7B 5G3**

807-345-7364

**INSTITUTIONAL STAFF TRAINING BRANCH**

**CORRECTIONS 22**

434 University Ave., 4th Flr.

Toronto M7A 1A2

416-965-9241

Institutional Staff Training Branch is responsible for training of all staff in the Ministry's **correctional institutions**. This includes Correctional Officer training and management development programs for middle and senior institutional management. Courses are delivered in several locations throughout the Province.

The division's four regional offices and the **correctional institutions** in each region are listed under the Institutions Division entry, **CORRECTIONS 21**.

**INSTITUTIONAL PROGRAM SUPPORT SERVICES  
BRANCH**

**CORRECTIONS 23**

2001 Eglinton Ave. E.

Scarborough M1L 4P1

416-750-3546

The branch coordinates and supervises program development within **correctional institutions** and monitors activities in the following areas: energy management, medical, nursing, food services, recreation, industries, self sufficiency, library, education, volunteers, dentistry, psychology, social work, chaplaincy and inmate classification and transfer.

Primary clients are **inmates** of the Ministry's **correctional institutions**, however, some services are available to **probationers** and **parolees** as well.

The division's four regional offices and the **correctional institutions** in each region are



listed under the Institutions Division entry, CORRECTIONS 21. Institutional program support services are described individually in the entries that follow.

CHAPLAINCY SERVICES CORRECTIONS 24  
 INSTITUTIONAL PROGRAM SUPPORT SERVICES BRANCH  
 2001 Eglinton Ave. E.  
 Scarborough M1L 4P1  
 416-750-3546

Twenty-seven full and part-time chaplains, as well as numerous volunteers, provide service to **inmates** in **correctional institutions**. The service is coordinated by four regional chaplains and the Provincial Coordinator of Chaplaincy Services (965-3733).

The division's four regional offices and the **correctional institutions** in each region are listed under the Institutions Division entry, CORRECTIONS 21.

DENTISTRY SERVICES CORRECTIONS 25  
 INSTITUTIONAL PROGRAM SUPPORT SERVICES BRANCH  
 2001 Eglinton Ave. E.  
 Scarborough M1L 4P1  
 416-750-3366

Emergency and essential **dental** treatment is provided for all **inmates** in **correctional institutions**.

The division's four regional offices and the **correctional institutions** in each region are listed under the Institutions Division entry, CORRECTIONS 21.

EDUCATION PROGRAMS CORRECTIONS 26  
 INSTITUTIONAL PROGRAM SUPPORT SERVICES BRANCH  
 2001 Eglinton Ave. E.  
 Scarborough M1L 4P1  
 416-750-3366

Educational programming for **inmates** in **correctional institutions** includes academic, technical, vocational and life skills courses. Basic reading and mathematics are provided for illiterates. **Apprenticeship** and secondary school credits can be earned.

The division's four regional offices and the **correctional institutions** in each region are listed under the Institutions Division entry, CORRECTIONS 21.

ENERGY MANAGEMENT CORRECTIONS 27  
 INSTITUTIONAL PROGRAM SUPPORT SERVICES BRANCH  
 2001 Eglinton Ave. E.  
 Scarborough M1L 4P1  
 416-750-3366

The energy management program is responsible for the conservation of **energy** and the reduction of waste in **correctional institutions**.

The division's four regional offices and the **correctional institutions** in each region are listed under the Institutions Division entry, CORRECTIONS 21.

FOOD SERVICES

CORRECTIONS 28

INSTITUTIONAL PROGRAM SUPPORT SERVICES BRANCH

2001 Eglinton Ave. E.  
Scarborough M1L 4P1  
416-750-3366

A nutritionally adequate diet is provided for **inmates** in all **correctional institutions**. Special diets for the treatment of illness and for the observance of religious dietary practices are provided. Training in food service operation is also available to **inmates**.

The division's four regional offices and the **correctional institutions** in each region are listed under the Institutions Division entry, CORRECTIONS 21.

INDUSTRIAL PROGRAMS

CORRECTIONS 29

INSTITUTIONAL PROGRAM SUPPORT SERVICES BRANCH

2001 Eglinton Ave. E.  
Scarborough M1L 4P1  
416-750-3366

Institutional industries provide work and on-the-job training for **inmates** in **correctional centres**. The manufactured products are sold to other ministries or governments and are used in **correctional institutions**.

The division's four regional offices and the **correctional institutions** in each region are listed under the Institutions Division entry, CORRECTIONS 21.

INMATE CLASSIFICATION AND TRANSFER  
SECTION

CORRECTIONS 30

INSTITUTIONAL PROGRAM SUPPORT SERVICES BRANCH

2001 Eglinton Ave. E.  
Scarborough M1L 4P1  
416-750-3480

The section is responsible for the classification and reclassification of all **inmates** sentenced to correctional centres or Ministry treatment facilities, as well as the transfer of prisoners. This section also coordinates the exchange of prisoners with other jurisdictions.

The division's four regional offices and the **correctional institutions** in each region are listed under the Institutions Division entry, CORRECTIONS 21.

INSTITUTIONAL VOLUNTEER PROGRAMS

CORRECTIONS 31

INSTITUTIONAL PROGRAM SUPPORT SERVICES BRANCH

2001 Eglinton Ave. E.  
Scarborough M1L 4P1  
416-750-3366

The Ministry at present has 2,500 volunteers who work in **correctional institutions** providing a variety of services for inmates.

The division's four regional offices and the **correctional institutions** in each region are listed under the Institutions Division entry, CORRECTIONS 21.



LIBRARY SERVICES CORRECTIONS 32  
 INSTITUTIONAL PROGRAM SUPPORT SERVICES BRANCH

2001 Eglinton Ave. E.  
 Scarborough M1L 4P1  
 416-750-3481

Provides **library** services to **inmates** and staff in the Ministry of Correctional Services. The library (basement level, 2001 Eglinton Ave. E.) operates the Ministry **reading room** which provides public access to Ministry publications, statutes and some manuals and internal procedures used by the Ministry.

The division's four regional offices and the **correctional institutions** in each region are listed under the Institutions Division entry, CORRECTIONS 21.

MEDICAL SERVICES CORRECTIONS 33  
 INSTITUTIONAL PROGRAM SUPPORT SERVICES BRANCH

2001 Eglinton Ave. E.  
 Scarborough M1L 4P1  
 416-750-3366

Ensures that all necessary **health** care services are available for all persons placed in the care of the Ministry.

The **Psychiatric** Services area provides assessment of **inmates** and treatment for mental illnesses.

The division's four regional offices and the **correctional institutions** in each region are listed under the Institutions Division entry, CORRECTIONS 21.

NURSING SERVICES CORRECTIONS 34  
 INSTITUTIONAL PROGRAM SUPPORT SERVICES BRANCH

2001 Eglinton Ave. E.  
 Scarborough M1L 4P1  
 416-750-3366

Provides nursing service to all **correctional institutions** in conjunction with the attending physician. Nurses act as the coordinators of the health care delivery system in the institutions.

The division's four regional offices and the **correctional institutions** in each region are listed under the Institutions Division entry, CORRECTIONS 21.

PSYCHOLOGY SERVICES CORRECTIONS 35  
 INSTITUTIONAL PROGRAM SUPPORT SERVICES BRANCH

2001 Eglinton Ave. E.  
 Scarborough M1L 4P1  
 416-750-3546

Full and part-time psychologists and full and part-time psychometrists provide a variety of assessment and treatment services for **inmates** in **correctional institutions**, as well as providing consultation/assessment for probationers.

The division's four regional offices and the **correctional institutions** in each region are listed under the Institutions Division entry, CORRECTIONS 21.

RECREATION SERVICES

CORRECTIONS 36

INSTITUTIONAL PROGRAM SUPPORT SERVICES BRANCH

2001 Eglinton Ave. E.

Scarborough M1L 4P1

416-750-3546

Provides **leisure education** and **fitness** programs and a wide variety of recreation activities for **inmates** in **correctional institutions**.

The division's four regional offices and the **correctional institutions** in each region are listed under the Institutions Division entry, CORRECTIONS 21.

SELF-SUFFICIENCY PROGRAM

CORRECTIONS 37

INSTITUTIONAL PROGRAM SUPPORT SERVICES BRANCH

2001 Eglinton Ave. E.

Scarborough M1L 4P1

416-750-3546

The Self-Sufficiency Program is responsible for projects in which **inmates** help produce **food** and other items to supply their own needs.

The division's four regional offices and the **correctional institutions** in each region are listed under the Institutions Division entry, CORRECTIONS 21.

SOCIAL WORK PROGRAM

CORRECTIONS 38

INSTITUTIONAL PROGRAM SUPPORT SERVICES BRANCH

2001 Eglinton Ave. E.

Scarborough M1L 4P1

416-750-3546

Full and part-time social workers provide a variety of services for **inmates**. Several social workers operate in the role of correctional classification counsellors.

The division's four regional offices and the **correctional institutions** in each region are listed under the Institutions Division entry, CORRECTIONS 21.

AGENCIES

For some background information on ministerial agencies, boards and commissions, see the first entry under Royal Commissions, Special Purpose Bodies and Others (COMM 1).

ONTARIO BOARD OF PAROLE

CORRECTIONS 39

2195 Yonge St., 2nd Flr.

Toronto M4S 2B1

416-963-0368

The Ontario Board of Parole considers for **parole inmates** serving sentences of less than two years. The Board reviews the terms of persons in provincial correctional institutions only, not those of persons in federal institutions. The Chairman is responsible for the overall administration of the Board and for five Regional Boards and their members. The Regional Boards are responsible to the Chairman of the Ontario Board of Parole for all parole considerations made in the regions.



*Western Regional Parole Board*  
P.O. Box 1716  
**Guelph N1H 6Z9**  
519-822-0482

*Chairman's Office*  
2195 Yonge St.  
**Toronto M4S 2B1**  
416-963-0700

*Eastern Regional Parole Board*  
1055 Princess St., Ste. 307  
**Kingston K7L 1H3**  
613-547-3461

*Central Regional Parole Board*  
2195 Yonge St.  
**Toronto M4S 2B1**  
416-963-0880

*Northern Regional Parole Board*  
P.O. Box 90  
**Monteith P0K 1P0**  
705-232-4023

*West Central Regional Parole Board*  
491 Steeles Ave. Rm. 134  
**Milton L9T 1Y7**  
416-876-4733

## ACTS

### ACTS

The Ministry of Correctional Services administers the Ministry of Correctional Services Act.

### CORRECTIONS 40

## MINISTRY OF EDUCATION

Mowat Block, 900 Bay St.

Queen's Park, Toronto M7A 1L2

The Ministry of Education ensures the provision of elementary and secondary school education in Ontario including correspondence courses, schools for the deaf, the blind and the handicapped.

The Ministry of Education was established in February 1867 under the administration of a Minister. It was formed following the recommendations of Egerton Ryerson on his retirement, and was one of the first Ontario government departments to operate under a Minister. A number of programs and agencies have been developed under the jurisdiction of the Ministry of Education, which have then been transferred to other authorities. In 1979 the Ministry of Education and the Ministry of Colleges and Universities came under the jurisdiction of the same Minister and the service branches of the two Ministries merged so that the support services are provided in common. Today, the Ministry operates under the Education Act.

### ASSISTANT DEPUTY MINISTER'S OFFICE

ASSISTANT DEPUTY MINISTER  
FRANCO-ONTARIAN EDUCATION

EDUC 1

Mowat Block, 900 Bay St., 22nd Flr.

Queen's Park, Toronto M7A 1L2

416-965-2190

The office of the Assistant Deputy Minister, **Franco-Ontarian** Education deals with all matters pertaining to the **education** of **Francophones** at the elementary, secondary and post secondary levels.

### EDUCATION PROGRAMS DIVISION CURRICULUM DEVELOPMENT

ELEMENTARY EDUCATION BRANCH

EDUC 2

Mowat Block, 900 Bay St., 16th Flr.

Queen's Park, Toronto M7A 1L2

416-965-5982

Develops school program circulars and supporting documents for the primary and junior divisions (junior kindergarten to grade 6) in English and **French**, **curriculum** guidelines and supporting documents for the intermediate division (grades 7-10) in English and French, documentary materials for **French** as a Second Language and courses for and about **Native peoples**. Promotes **multiculturalism** and **heritage** languages.

SENIOR AND CONTINUING EDUCATION  
BRANCH

EDUC 3

Mowat Block, 900 Bay St., 17th Flr.

Queen's Park, Toronto M7A 1L2

416-965-2666

Produces **curriculum** guidelines, resource materials and circulars for use in Ontario schools for grades 11-13 and annotated lists of Canadian materials. The branch is also responsible for **metric conversion** in elementary and secondary **schools** and for guidance



**curriculum** from kindergarten to grade 13. The **Student Guidance Information Service (SGIS)**, 965-3592, provides computerized **career** and institutional information to schools. The branch is responsible for continuing education (night school and adult day school) policy as it relates to elementary and secondary **schools**.

#### SPECIAL EDUCATION BRANCH

EDUC 4

Mowat Block, 900 Bay St., 17th Flr.  
Queen's Park, Toronto M7A 1L2  
416-965-2662

Advises the Minister of Education on program policy regarding the education of exceptional **students** in elementary and secondary schools and **schools** for the trainable **mentally retarded**; provides liaison with professional and parent groups and government agencies on programs for exceptional **students**. Provides counselling, resources and guidelines to school boards for **special education** programs operated by local school systems and to faculties of education which offer courses in **special education**.

#### SPECIAL PROJECTS BRANCH

EDUC 5

Mowat Block, 900 Bay St., 17th Flr.  
Queen's Park, Toronto M7A 1L2  
416-965-5620

The branch encourages educational and **cultural exchanges** of **students** and **teachers** (965-5635) and may provide **grants** for these projects, including; **Educational Exchange Programs** and **Ontario-Quebec School Twinning** (965-5989); **Ontario Young Travellers** (965-9116); **School Twinning** (e.g., **Project Canada**, **Project School-to-School**, (965-9116); **Teacher Exchange Programs**, international (965-1129) and **inter-provincial** (965-5635); and **Experience Programs** (youth employment, 965-9116). Administers the **Second-Language Monitor Program** in which bilingual university students act as monitors to teachers of **French** or **English as a Second Language** (965-5996). Operates the **Ontario Student Leadership Centre** (965-6410). For information on **Circular 14** (list of approved **textbooks**) and the **Book Purchase Plan** call 965-9117; call 965-9178 for the **Learning Materials Development Plan**; 965-9167 for **French** learning materials. Also administers the **French Language Professional Development Fund** for **teachers** (965-9170).

#### EDUCATION PROGRAMS DIVISION

##### REGIONAL SERVICES AND PROVINCIAL SCHOOLS

#### REGIONAL SERVICES SECRETARIAT

EDUC 6

Mowat Block, 900 Bay St., 21st Flr.  
Queen's Park, Toronto M7A 1L2  
416-965-8301

The Regional Services Secretariat provides a coordination and support function for the Regional Services Division with particular emphasis on implementation and evaluation activities. It administers the program for the inspection of **private schools** and provides the services of the **Provincial School Attendance Counsellor**.

#### REGIONAL OFFICES

EDUC 7

416-965-8301

The Regional Offices inform school systems about Ministry programs and policies on **education** and ensure, in collaboration with local boards, that these policies are carried

out; inform the Ministry about activities and issues in school systems; make recommendations for action and policy formulation; assist **school boards** to develop means of evaluating their programs; offer program administration support to those boards whose size precludes an administrative structure; provide supervisory officer services to **private schools**; maintain liaison with the public, **universities**, faculties of **education**, other ministries and related bodies; administer programs and policies delegated to regional directors. There are six regional offices in Ontario:

*Western Ontario Region*

759 Hyde Park

**London N6H 3S6**

519-472-1440

For toll-free number see

blue pages of telephone directory

*Northeastern Ontario Region*

Box 3020

447 McKeown Ave.

**North Bay P1B 8K7**

705-474-7210

For toll-free number see

blue pages of telephone directory

*Eastern Ontario Region*

1580 Merivale Rd.

**Ottawa K2G 4B5**

613-225-9210

For toll-free number see

blue pages of telephone directory

*Midnorthern Ontario Region*

199 Larch St.

**Sudbury P3E 5P9**

705-675-4401

For toll-free number see

blue pages of telephone directory

*Northwestern Ontario Region*

Box 5000

**Thunder Bay P7C 5G6**

807-745-1571

For toll-free number see

blue pages of telephone directory

*Central Ontario Region*

Heron's Hill Bldg., Ste. 3201

2025 Sheppard Ave. E.

**Toronto M2J 1W4**

416-491-0330

For toll-free number see

blue pages of telephone directory

PROVINCIAL SCHOOLS BRANCH  
CORRESPONDENCE EDUCATION

909 Yonge St.

Toronto M4W 3G2

In Toronto, call 965-2657

Elsewhere in Ontario, call 1-800-268-7065

EDUC 8

Within the Provincial Schools Branch, Correspondence Education provides for Ontario residents a program of elementary school **correspondence courses** (Grades 1-8) and secondary school **correspondence courses** (Grades 9-13). The courses are free of charge and available throughout the year; a number of them are offered in English and **French**. Certificates and **diplomas** earned by students for successful completion of courses are the same as those issued for completion of courses in Ontario elementary and secondary **schools**. For information about courses, e.g., conditions for enrolment procedures, call the above numbers or contact the Ministry Regional Offices, see entry EDUC 7.



PROVINCIAL SCHOOLS BRANCH  
DEMONSTRATION SCHOOLS

EDUC 9

Mowat Block, 900 Bay St., 17th Flr.  
Queen's Park, Toronto M7A 1L2  
416-965-5158

The residential demonstration schools listed below are designed for **children** with severe **learning disabilities** who cannot otherwise receive an appropriate education from their local school boards. The Trillium School is for English speaking students while Centre Jules Leger is for French speaking students.

The demonstration schools also serve as resource centres for local school boards establishing day school programs for exceptional students.

*Trillium School*  
347 Ontario St. S.  
**Milton L9T 3X9**  
416-878-8428

*Sagonaska*  
350 Dundas St. W.  
**Belleville K8P 1B2**  
613-962-5361

*Centre Jules Leger*  
631 Smythe Rd.  
**Ottawa K1G 1N7**  
613-523-7063

PROVINCIAL SCHOOLS BRANCH  
DEVELOPMENTAL CENTRE SCHOOLS

EDUC 10

Mowat Block, 900 Bay St., 17th Flr.  
Queen's Park, Toronto M7A 1L2  
416-965-2312

The **developmental centre schools** listed below provide residential educational programs for the **mentally retarded**, developmentally **handicapped** or **emotionally disturbed** school age children.

The developmental centre schools also serve as resource centres for local school boards establishing day school programs for exceptional students.

*Adult Occupational Centre, Edgar*  
Box 12000  
**Barrie L4M 4W3**  
705-728-6910

*South Cottage School*  
Box 7777  
**Kingston K7L 5H1**  
613-549-5600 Ext. 213

*Southwestern Regional Centre*  
Box 1000  
**Blenheim N0P 1A0**  
519-676-5431 Ext. 232

*Huron Regional Centre*  
Box 1000  
**Orillia L3V 6L2**  
705-326-7361 Ext. 372

*Muskoka Centre*  
Box 280  
**Gravenhurst P0C 1G0**  
705-687-2201

*Midwestern Regional Centre*  
Box 400  
**Palmerston N0G 2P0**  
519-343-2015

*Prince Edward Heights*  
Box 440  
**Picton K0K 2T0**  
613-476-2105

*Northwestern Regional Centre*  
Box 3270  
**Thunder Bay P7B 5J8**  
807-345-0576 Ext. 331

*Rideau Regional Centre*  
Box 2000  
**Smiths Falls K7A 4T7**  
613-283-5533

PROVINCIAL SCHOOLS BRANCH  
SCHOOLS FOR THE BLIND AND DEAF  
Mowat Block, 900 Bay St., 17th Flr.  
Queen's Park, Toronto M7A 1L2  
416-965-2312

EDUC 11

Four schools listed below provide residential education programs for the **blind** and the **deaf**. While the Robarts School and E.C. Drury School offer five day week residential programs, the Sir James Whitney and W. Ross Macdonald Schools offer a seven day week residential program. The schools for the deaf also provide programs for day students.

The Sir James Whitney School operates a **teacher education centre** in Belleville for **teachers** of the **deaf** while the W. Ross Macdonald School provides teacher training for teachers of both the blind and the deaf/blind.

The Schools for the Blind and the Deaf also serve as resource centres for local school boards establishing day school programs for exceptional students.

#### SCHOOLS FOR THE BLIND AND DEAF

*The Sir James Whitney School*  
(Deaf)  
350 Dundas St. W.  
**Belleville K8P 1B2**  
613-962-5361

*The Robarts School (Deaf)*  
1090 Highbury Ave.  
Box 7300  
**London N5Y 4V9**  
519-453-4400

*The W. Ross Macdonald School*  
(Blind)  
350 Brant Ave.  
**Brantford N3T 3J9**  
519-759-0730

*The Ernest C. Drury School*  
(Deaf)  
255 Ontario St.  
**Milton L9T 2M5**  
416-878-2851

PROVINCIAL SCHOOLS BRANCH  
TRAINING SCHOOLS  
Mowat Block, 900 Bay St., 17th Flr.  
Queen's Park, Toronto M7A 1L2  
416-965-5158

EDUC 12

**Training schools** listed below provide educational programs for socially maladjusted pupils referred by the Ministry of Community and Social Services. The training schools also



serve as resource centres for local school boards establishing day school programs for exceptional students.

*Brookside School*  
Box 845  
**Cobourg K9A 4S3**  
416-372-5451

*Syl Apps School*  
475 Iroquois Shore Rd  
**Oakville L6J 5E8**  
416-844-4110

*Sprucedale School*  
Box 606  
**Simcoe N3Y 4L8**  
519-426-3561

*Cecil Facer School*  
Box 850, Station 'B'  
**Sudbury P3E 4S3**  
705-522-1250

**PROVINCIAL SCHOOLS BRANCH  
REGIONAL SCHOOLS FOR NURSING ASSISTANTS**

**EDUC 13**

Mowat Block, 900 Bay St., 17th Flr.  
Queen's Park, Toronto M7A 1L2  
416-965-4568

**Nursing** assistant programs are provided in five regional schools listed below.

*The Hamilton School*  
430 York Blvd.  
**Hamilton L8N 1Y5**  
416-529-1187

*The Thunder Bay School*  
1111 Victoria Ave., 2nd Flr.  
**Thunder Bay P7C 1B7**  
807-475-1615

*The London School*  
205 York St., 2nd Flr.  
**London N6A 1B4**  
519-432-7506

*The Toronto School*  
90 Gerrard St. W., 3rd Flr.  
**Toronto M5G 1J6**  
416-965-2131

*The Sudbury School*  
40 Larch St., 3rd Flr.  
**Sudbury P3E 5M7**  
705-673-5001

**GRANTS POLICY BRANCH**

**EDUC 14**

Mowat Block, 900 Bay St., 19th Flr.  
Queen's Park, Toronto M7A 1L2  
416-965-6401

Serves the Ministry of Education and the Ministry of Colleges and Universities. Determines policy for the distribution of general legislative **grants** to publicly supported **school boards**. Provides **architectural** advice to school boards and architects on building needs and controls the allocation of capital funds for the construction of elementary and secondary **schools**. Determines and issues final approval for costs of **school board** capital projects approved for provincial funding (965-4876). Conducts **research** in **energy conservation** in schools, colleges and universities.

## PLANNING AND POLICY ANALYSIS DIVISION

## LEGISLATION BRANCH

EDUC 15

Mowat Block, 900 Bay St., 15th Flr.  
Queen's Park, Toronto M7A 1L2  
416-965-2228

Serves both the Ministry of Education and the Ministry of Colleges and Universities. Provides **legal services** and counsel to the two Ministries and their agencies on legal matters, including the interpretation of statutes and regulations and the preparation and review of proposed legislation, regulations and other legal documents.

Provides consultation and advice to branches, task groups and committees whose activities will lead to new or altered legislation or regulations. Also provides analysis of and advice on proposed policy changes. Liaises with Legislative Counsel, the Cabinet Committee on Legislation, the Ministry of the Attorney General and any other ministry or agency whose legislation or legislative proposals impinge on educational matters.

## RESEARCH BRANCH

EDUC 16

Mowat Block, 900 Bay St., 15th Flr.  
Queen's Park, Toronto M7A 1L2  
416-965-6789

Serves the Ministry of Education and the Ministry of Colleges and Universities. Disseminates **education research** results to school boards and to the public and may provide contracts for education **research** proposed by qualified researchers in Ontario educational organizations (965-3141). The branch publishes research findings on the Ministries' research contracts through the Ontario Government Bookstore (see MGS 30) and develops and coordinates educational evaluation systems.

The branch also includes the **Library Information Centre** (965-1451) which maintains a collection of books, periodicals, reports, and other materials relevant to the functions of the two Ministries, and provides **library** reference, research, and current awareness services to the staff of the two ministries. The Information Centre operates a **reading room** (965-1451) for the two Ministries providing access to publications, statutes, regulations, manuals and internal procedures. The **ONTERIS (Ontario Education Resources Information System)** Program is a part of the Information Centre. ONTERIS is developing data bases providing information on educational **research** reports, **curriculum** documents and other materials. These data bases are accessible online.

MANAGEMENT INFORMATION SYSTEMS  
BRANCH

EDUC 17

Mowat Block, 900 Bay St., 18th Flr.  
Queen's Park, Toronto M7A 1L2  
416-965-6401

Serves the Ministry of Education and the Ministry of Colleges and Universities. The branch gathers, validates and analyses data on **school boards**, **schools** and **universities** (965-2636/3156). It maintains a record of registered and inspected **private schools** operating in the province (965-6802) and develops **education statistics** and **publications** (965-2636). The Customer Services Unit (965-6669) facilitates the provision of relevant and economic data processing services to the Ministries' internal and external users including the secondary and post-secondary educational communities and also the **Educational**



**Computing Network of Ontario** (965-6669). Data processing systems development, information services and administrative services are available to **school boards**. These services include systems for: creating **student** time-tables, administering personnel payroll records and providing assistance to **students** in **career** and educational planning (965-6689). The Computer Research and Training unit provides up-to-date **research** on the uses of **micro-computers** and **computer** applications for classroom instruction (965-4738). In addition, an ongoing staff training and development program is maintained by the unit.

## FINANCE AND ADMINISTRATIVE SERVICES DIVISION

### COMMUNICATION SERVICES BRANCH

EDUC 18

Mowat Block, 900 Bay St., 14th Flr.

Queen's Park, Toronto M7A 1L2

416-965-6407

Toll free: 1-800-268-7501

Area Code 807 ask

operator for Zenith 64140

Serves the Ministry of Education and the Ministry of Colleges and Universities. The branch operates public information programs for the two Ministries; a public information service, answering written and telephone enquiries on all **education** related matters and acting as a reference source for a wide and divergent variety of problems; stages **exhibits** in support of activities of the Ministries; supervises the production of all publications issued by the two Ministries.

### FINANCIAL SERVICES BRANCH

EDUC 19

Mowat Block, 900 Bay St., 20th Flr.

Queen's Park, Toronto M7A 1L2

416-965-2613

Serves the Ministry of Education and the Ministry of Colleges and Universities. Administers all programs of **grants** to **school boards**, **colleges** of applied arts and technology, **universities** and related institutions (965-7954). Sets standards for, advises on, and supervises the **audit** of financial documents of institutions (965-7954). Prepares claims on **federal-provincial** cost sharing programs (965-3595) and provides financial management and **accounting**, the collection of **loans** made under the **Ontario Student Aid Loan Plan**, and of fees and revenues, including fees for duplicates of students' transcripts and teachers' certificates and fees from tradesmen and apprentices.

### MANAGEMENT REVIEW BRANCH

EDUC 20

Mowat Block, 900 Bay St., 7th Flr.

Queen's Park, Toronto M7A 1L2

416-965-5921

Internal Audit Section (965-3939) monitors operations which have financial consequences in order to maximize their efficiency and effectiveness. Secures compliance with financial policies and guidelines and confirms the integrity of records on which financial and management decisions are based.

Financial Management and Control Section (965-3100) provides ministry liaison with the Management Board Secretariat; administers all submissions to Management Board and implements Management Board minutes. Advises and assists branches and senior man-

agement with budgetary problems; administers funds allocation and estimates; monitors and reports on expenditure and revenue. Administers the Ministry's Management by Results (MBR) program.

Management Development Section (965-3100) assists in designing and implementing improvements in management and administrative methods. Administers the Ministry's Branch Review program and Management by Results (MBR) improvement program. Helps branches identify and solve specific management problems.

#### OFFICE SERVICES BRANCH

EDUC 21

Mowat Block, 900 Bay St., 7th Flr.  
Queen's Park, Toronto M7A 1L2  
416-965-4503

Serves the Ministry of Education and the Ministry of Colleges and Universities, providing administrative services to both Ministries. These services include purchasing of goods and services, supply management, printing, duplicating and word processing services, mail and transportation services, records management, assets management, and maintenance of policy and procedures manuals (e.g., Manual of Administration). The branch provides liaison with the Ministry of Government Services to coordinate common services such as telephones, acquisition and design of office accommodation and purchasing of commonly used supplies. The branch is also responsible for office safety supervision.

#### ASSISTANT DEPUTY MINISTER ADMINISTRATION AND PLANNING

##### PERSONNEL BRANCH

EDUC 22

Mowat Block, 900 Bay St., 20th Flr.  
Queen's Park, Toronto M7A 1L2  
416-965-2222

Performs the personnel functions for the Ministry of Education and the Ministry of Colleges and Universities. The branch works mainly in an advisory capacity with line managers who have primary responsibility for personnel matters within their unit. Personnel Branch is responsible for the establishment of Ministry personnel policies and procedures, the establishment of appropriate classification and compensation levels for all Ministry employees, staff recruitment, staff development, employee counselling, the investigation of employee grievances and all matters affecting working conditions and performance. Maintains the Ministries' personnel, payroll and employee benefit records. It also provides liaison between the Ministries and the Civil Service Commission, Management Board of Cabinet and the Ontario Public Service Employees Union (OPSEU).

#### EQUAL OPPORTUNITY AFFIRMATIVE ACTION UNIT

EDUC 23

Mowat Block, 900 Bay St., 15th Flr.  
Queen's Park, Toronto M7A 1L2  
416-965-2060

The Equal Opportunity/Affirmative Action Unit Coordinator develops, implements and evaluates the **Affirmative Action Program** to improve the status of this Ministry's and the Ministry of Colleges and Universities' female employees with the ultimate aim of ensuring equal opportunity for women.



The Unit also liaises with the school boards, colleges and universities of the Province with respect to Affirmative Action.

## AGENCIES

For some background information on ministerial agencies, boards and commissions, see the first entry under Royal Commissions, Special Purpose Bodies and Others (COMM 1). Some of this Ministry's agencies are listed below. For information on agencies not listed, contact this Ministry's information or communications branch.

### EDUCATION RELATIONS COMMISSION

EDUC 24

111 Avenue Rd.  
Toronto M5R 3J8  
416-922-7679

Education Relations Commission (**ERC**) was established in 1975 to administer the **collective bargaining** process between **teachers** and **school boards** and to further harmonious relations between the parties. Monitors and assists in negotiations between the parties, supervises voting by teachers and advises the Lieutenant-Governor-in-Council when a strike or a lockout is jeopardizing the students' education.

### LANGUAGES OF INSTRUCTION COMMISSION

EDUC 25

25 Grosvenor St.  
Toronto M4Y 1A9  
416-965-3155

The **Languages of Instruction Commission of Ontario** was established to help resolve disputes between **school boards** and parents over the provision of **education** programs in the **language** of a minority group, **French** or English as the case may be.

### ONTARIO EDUCATIONAL SERVICES CORPORATION

EDUC 26

102 Bloor St. W.  
Toronto M5S 1M8  
416-965-1923  
telex:06-218434 ONTEDSVCRP TOR

The Ontario Educational Services Corporation (**OESC**) is a Crown agency of the Government of Ontario established to provide **international** access to Ontario's **educational** system, resources and expertise. OESC, working in cooperation with Canada's private sector, and with foreign agencies and government departments, will make available a wide range of services and resources in order to assist other countries in the development of their educational systems.

OESC is committed to helping people in other countries to realize their own training and educational goals and does not seek to impose the structure or the characteristics of the Ontario system on the people of overseas countries.

### TEACHERS' SUPERANNUATION COMMISSION

EDUC 27

190 Finch Ave. W.  
Willowdale M2R 1M4  
416-226-2700

Provides **pensions** under the **Teachers' Superannuation Act** for **teachers** in elementary

and secondary fields, who hold a valid Ontario Teaching Certificate. These pensions are provided upon retirement or early retirement because of physical or mental disability. The commission is composed of six people appointed by the Ministry and one member elected from each of the following: Ontario Public School Teachers' Federation, Ontario English Catholic Teachers' Association, Association des Enseignants Franco-Ontariens, Ontario Secondary School Teachers' Federation, Federation of Women Teachers' Association of Ontario.

#### PROVINCIAL SCHOOLS AUTHORITY

EDUC 28

Mowat Block, 900 Bay St.  
Queen's Park, Toronto M7A 1L2  
416-965-8301

The **Provincial Schools Authority** was established under the Provincial Schools Negotiations Act in 1975. The authority is the legal employer of the **teachers** in educational programs operated by the Ministries of Correctional Services, Education and Health and negotiates, on behalf of those ministries, with the organization representing the **teachers** who have the same bargaining rights as those employed by school boards. The authority is also responsible for the administration of the collective agreement.

#### COUNCIL FOR FRANCO-ONTARIAN EDUCATION

EDUC 29

Manulife Centre, Ste. 802  
55 Bloor St. W.  
Toronto M4W 1A5  
416-963-1125

The Council for Franco-Ontarian Education is an advisory body to the Minister of Education and the Minister of Colleges and Universities. Its purpose is to advise the Minister on all matters concerning the **education** of **Franco-Ontarians** from junior kindergarten to university.

#### CONSEIL DE L'EDUCATION FRANCO-ONTARIENNE

Le Conseil de l'éducation franco-ontarienne est un organisme consultatif auprès du ministre de l'éducation et du ministre des Collèges et Universités. Son mandat est de conseiller le ministre sur toutes questions relatives à l'éducation des Franco-Ontariens de la pré-maternelle à l'université.

#### ACTS

##### ACTS

EDUC 30

The following is a list of Acts administered by the Ministry of Education. For information of which branches administer the Acts, see the Key Word Index or contact this Ministry's Legislation Branch or information/communications branch.

##### Education Act

Essex County French-language Secondary School Act, 1977

Lake Superior Board of Education Act

Leeds and Grenville County Board of Education and Teachers Dispute Act, 1981

Ontario Institute for Studies in Education Act

Ontario School Trustees' Council Act



Provincial Schools Negotiations Act  
School Boards and Teachers Collective Negotiations Act  
School Trust Conveyances Act  
Teachers' Superannuation Act  
Teaching Profession Act

## MINISTRY OF ENERGY

56 Wellesley St. W.

Toronto M7A 2B7

An Advisory committee on Energy, appointed by an Order in Council in August, 1971, recommended that a separate ministry for energy be established which would develop a comprehensive and coordinated energy policy for the Province. At that time, energy matters in Ontario were affected by 38 major acts and 9 ministries were involved to varying degrees. This recommendation was accepted and a new ministry, under the Ministry of Energy Act, was established in 1973.

The following groups, each under the direction of an executive coordinator or equivalent, were part of the new ministry: Energy Technology, Information and Analysis, Legal Services and Conventional Energy. This structure remained until August, 1977, when an Energy Conservation Group was formed, its functions replacing most of those of the Energy Technology Group which ceased to exist about a year later. This new group included information service to the public. The Information and Analysis Group, which had provided library services and statistical information rather than general public information, was renamed Strategic Planning and Analysis Group, to avoid confusion and to reflect its changing role.

In October, 1977, the Energy Conservation Group expanded to become the Conservation and Renewable Energy Group and this organization was divided into two groups in 1983.

In February, 1981, the Communications Group was created due to increasing demand for communications services. Staff previously with Conservation and Renewable Energy Group's Information Services unit were merged with other communications staff in the Ministry to allow for more effective planning and delivery of communications services.

As of July 1983 the Ministry is organized into the following groups: Conventional Energy Group, Strategic Planning and Analysis Group, Energy Conservation Group, Alternative & Renewable Energy Group, Legal Services Group and Management Systems and Service Branch.

### MINISTRY OF ENERGY

In Toronto, Call 416-965-2459

Elsewhere in Ontario, ask

Operator for Zenith 80420

### ENERGY 1

The Ministry of Energy ensures that Ontario receives an adequate and secure supply of energy at reasonable prices with an acceptable environmental impact. To fulfill this responsibility the Ministry works with other ministries and agencies of the government and with the energy sector more as a catalyst than as an operating agency. Functions include reviewing and advising on energy matters and policy; maintaining liaison between the government and **Ontario Hydro Corporation**; applying policy by coordinating the government's energy-related activities and by interventions before provincial and federal tribunals. The Minister of Energy reports to the Legislature for Ontario Hydro, the **Ontario Energy Board** and the Ontario Energy Corporation which function independently of the Ministry. For general information on this Ministry, call the numbers listed above. The Ministry's programs and agencies are described in the entries that follow.



## DEPUTY MINISTER'S OFFICE

## AFFIRMATIVE ACTION PROGRAM

ENERGY 2

56 Wellesley St. W., 12th Flr.

Toronto M7A 2B7

416-965-1568

The Ministry's Affirmative Action Program Manager plans, develops and coordinates the **Affirmative Action Program** to improve the status of Ontario government female employees in the Ministry with the ultimate aim of ensuring equal opportunity for women. Activities include counselling of the Ministry's female employees on job related issues and career goals.

## COMMUNICATIONS SERVICES GROUP

ENERGY 3

56 Wellesley St. W.

Toronto M7A 2B7

In Toronto, call 416-965-3246

Elsewhere in Ontario, ask

Operator for Zenith 80420

The Communications Services Group provides information on **energy**. General inquiries and inquiries on energy conservation and renewable energy, including **home insulation**, the **heat save program**, solar energy, and energy from waste, should be directed to 965-3246. Communications Services is also responsible for the development of programs for public relations and community events, including display shows, conferences, seminars, openings and fairs. The Group also coordinates and directs production of materials such as audio-visuals and publications. A key function is communications planning. This contributes to effective communications by identifying, for various Ministry programs, target audiences and appropriate communication approaches for each.

## ENERGY CONSERVATION GROUP

ENERGY 4

56 Wellesley St. W., 11th Flr.

Toronto M7A 2B7

In Toronto, call 965-3246

Elsewhere in Ontario, ask

Operator for Zenith 80420

The Energy Conservation Group develops policies and coordinates government programs for **energy** conservation measures designed for consumers and homeowners, innovations in **transportation** and urban development, energy efficiency in public **buildings** and selected private enterprises, and public awareness. The Ministry also assists educators in the Ontario public **educational** system through curriculum and professional development and by selecting and providing teaching aids. The Ministry jointly sponsors, with **Municipal Liaison Committee**, the **Municipal Energy Conservation Program** which assists **municipalities** throughout Ontario in establishing voluntary energy conservation programs. Limited funding is provided for oil substitution and energy conservation activities in municipal buildings.

## ALTERNATIVE AND RENEWABLE ENERGY GROUP

ENERGY 5

56 Wellesley St. W., 10th Flr.  
 Toronto M7A 2B7  
 416-965-4365

Alternative and Renewable Energy Group develops policies and programs for alternate sources of **energy** such as solar heating, wind, wood, **municipal, agricultural and forest waste**, synthetic liquid **fuels** (e.g. alcohol, methanol) and the indigenous biomass resources of Ontario. The section currently operates two major programs: the provincial **Energy from Waste Program** designed to assist municipalities and industry to generate useful energy from municipal waste and/or wood waste and the **Ontario Solar Energy Development Program**, a fifty million dollar, 5 year program of development and demonstration of solar energy in a wide variety of passive and active solar applications. The Commercial/Industrial Solar Demonstration Program is described in a separate entry (ENERGY 6). The section is also heavily involved in the policy and program coordination of the Ministry's seventy five million dollar, 5 year **alternative transportation fuels program** and is also developing alternative **electrical** power systems for remote areas.

## COMMERCIAL/INDUSTRIAL SOLAR DEMONSTRATION PROGRAM

ENERGY 6

56 Wellesley St. W., 10th Flr.  
 Toronto M7A 2B7  
 In Toronto, call 416-965-3246  
 Elsewhere in Ontario, ask  
 Operator for Zenith 80420

The **Commercial/Industrial Solar Demonstration Program** is a 5 year development and demonstration program with four major objectives: to expand Ontario's solar industry by creating a market for solar energy products and services; to provide experience for manufacturers and installers of solar equipment and owner operators of commercial and industrial buildings; to increase market acceptance and use of solar energy; and to increase knowledge of the cost/performance ratio of solar systems through monitoring of new installations. Under the program, the Ministry of Energy will share the cost of purchasing and installing **solar energy** systems with **commercial and industrial companies, municipalities** and registered **non-profit and religious organizations** which own and operate commercial or industrial buildings or industrial process systems in Ontario.

## CONVENTIONAL ENERGY GROUP

ENERGY 7

56 Wellesley St. W., 11th Flr.  
 Toronto M7A 2B7  
 416-965-7021

The Conventional Energy Program consists of the development of policy related to crude **oil, petroleum** products and **petrochemicals, natural gas, coal, peat lignite and uranium**. It also consists of policy development related to **electrical** energy including **nuclear** and hydraulic generation.



**LEGAL SERVICES GROUP**

ENERGY 8

56 Wellesley St. W., 12th Flr.  
 Toronto M7A 2B7  
 416-965-6251

Legal Services Group counsels the Ministry on legal matters, including the interpretation of statutes and regulations and the preparation and review of proposed legislation, regulations and other legal documents. It supplies the Ministry with general legal services such as preparing contracts, representing the Ministry before tribunals, etc.. The Legal Services Group is responsible to the Attorney General's Office.

**STRATEGIC PLANNING AND ANALYSIS GROUP**

ENERGY 9

56 Wellesley St. W., 12th Flr.  
 Toronto M7A 2B7  
 416-965-0530

This group gives quantitative analytical support to ministry staff, maintains **statistical** information relating to **energy** and economics, prepares energy supply/demand forecasts, and liaises with other government bodies. This group provides strategic advice to the Ministry and government through the recommendation of energy goals and objectives and the development of programs and resource allocation plans and priorities.

The Ministry's reference **library** (965-9174) and **reading room**, which is part of this group, services the needs of staff, and is also open to the public (on an appointment-only basis) to provide access to ministry publications, statutes and some manuals and internal procedures used by the Ministry.

**AGENCIES**

For some background information on ministerial agencies, boards and commissions, see the first entry under Royal Commissions, Special Purpose Bodies and Others (COMM 1). Some of this Ministry's agencies are listed below. For information on agencies not listed, contact this Ministry's information or communications branch.

**ONTARIO ENERGY BOARD**

ENERGY 10

14 Carlton St., 9th Flr.  
 Toronto M5B 1J2  
 416-598-4000

The Ontario Energy Board has jurisdiction over **energy** related matters including: regulation of **natural gas** rates; municipal franchise approvals; hydrocarbon pipeline construction and related environmental concerns; **expropriations** for utility access; and control of utility accounting procedures.

No natural gas utility operating in Ontario under the Board's jurisdiction can change its rates, construct certain facilities or enter into franchise agreements with **municipalities** without first obtaining the approval of the Board through the public hearing process.

Upon reference being made to it, the Board also acts in an advisory role to the Minister of Energy with regard to **Ontario Hydro**, to the Minister of Natural Resources respecting certain oil and gas production concerns, and to the Lieutenant Governor in Council on other **energy** matters.

## ONTARIO ENERGY CORPORATION

ENERGY 11

100 Bloor St. W., 5th Flr.  
 Toronto M5G 1P7  
 416-926-4200

The Ontario Energy Corporation (OEC) was established by the Government of Ontario in 1975 to implement government **energy** policies through **investment** in energy ventures. The Corporation invests in new energy technologies and in energy exploration, primarily with private sector partners. The OEC has established six subsidiary companies through which most of its investments are managed. **Ontario Energy in Transportation Ltd.** is active in the development and management of projects involving the efficient use of energy in transportation. **Ontario Power Share Ltd.** is active in projects maximizing energy efficiency through co-generation and by-product heat use, such as steam produced by nuclear power. **Ontario Alternate Energy Ltd.** is a participant in commercially attractive projects which explore creative alternatives to conventional sources of energy. **Ontario Energy Resources Ltd.** is a holding company for the Corporation's 25 per cent interest in **Suncor Inc.** **Onexco Oil & Gas Ltd.** invests in ventures which explore for and develop oil and natural gas throughout Ontario and Canada. **Onexco Minerals Ltd.** is involved in energy minerals exploration.

## ONTARIO HYDRO

ENERGY 12

700 University Ave.  
 Toronto M5G 1X6  
 416-592-5111

Ontario Hydro supplies electrical **energy** to the people of Ontario indirectly through 324 associated municipal utilities, and directly to more than 765,000 rural customers. The **Ontario Hydro Electrical Inspection Program** (592-3721) provides technical guidance to consultants, contractors, architects, manufacturers and customers on problems concerning installation of electrical equipment and adherence to the **Electrical Safety Code Book**. Its **Rural Electrical Service and Billing Inquiry Program** (592-3731) answers inquiries on service policy and practices from rural clientele. Operates a **Nuclear Communications Centre** in Pickering (839-0465) to provide educational information to the public on **nuclear power**. Ontario Hydro reports to the Legislature through the Minister of Energy. The **Ontario Hydro Public Reference Centre** has information and documentation on Ontario Hydro and general pamphlet material on **energy** (592-3331). Ontario Hydro regional offices are listed below.

93 Bell Farm Rd.  
**Barrie L4M 1H1**  
 705-728-5521  
 (Georgian Bay Region)

420 Dundas St. E.  
**Belleville K8N 5C3**  
 613-966-6502  
 (Eastern Region)

P.O. Box 157  
 1053 Main St. W.  
**Hamilton L8N 3B9**  
 416-529-7111  
 (Niagara Region)

1075 Wellington Rd. S.  
**London N6E 1M1**  
 519-681-1390  
 (Western Region)



P.O. Box 3060  
590 Graham Drive  
North Bay P1B 8L4  
705-472-8000  
(Northeastern Region)

5760 Yonge St.  
Willowdale (Metro Toronto) M2M 3T7  
416-222-2571  
(Central Region)

34 Cumberland St. N., Rm. 304  
Thunder Bay P7A 4L5  
807-344-2411  
(Northwestern Region)

## ACTS

### ACTS

### ENERGY 13

The following is a list of Acts administered by the Ministry of Energy. For information on which branches administer the Acts, see the Key Word Index or contact this Ministry's legal service branch or information/communications branch.

Ministry of Energy Act  
Ontario Energy Board Act  
Ontario Energy Corporation Act  
Power Corporation Act  
Power Corporation Insurance Act  
Rural Hydro-Electric Distribution Act  
Rural Power District Loans Act

## MINISTRY OF THE ENVIRONMENT

135 St. Clair Ave. W.

Toronto M4V 1P5

416-965-7117

The goal of the Ministry of the Environment is to achieve and maintain a quality of the environment, including air, water and land, that will protect human health and the ecosystem and will contribute to the well-being of the people of Ontario.

The Ministry was established on April 1, 1972, by the Ministry of the Environment Act under Part X of An Act To Provide For The Reorganization Of The Government Of Ontario. The Ministry assumed the powers, duties and functions of the then Department of the Environment.

The responsibilities assumed from the Department of the Environment were air management including abatement, approvals and criteria; meteorology and air quality; phytotoxicology; auto emission control and related laboratories; waste management.

The following powers, duties and functions were transferred from various departments to the Ministry of the Environment: management of the quality and quantity of water including sanitary engineering, industrial wastes, water resources environment quality, laboratory and research from the Ontario Water Resources Commission (OWRC); provision of sewage and water facilities and relative funding from the OWRC; environmental health services regarding regulation of septic tanks from the Department of Health.

### DEPUTY MINISTER'S OFFICE

#### LEGAL SERVICES BRANCH

MOE 1

135 St. Clair Ave. W., 12th Flr.

Toronto M4V 1P5

416-965-2684

Legal Services Branch counsels the Ministry on legal matters, including the interpretation of statutes and regulations and the preparation and review of proposed legislation, regulations and other legal documents. It supplies the Ministry with general legal services such as preparing litigation, the settlement of claims, acting at court hearings, etc.. The Legal Services Branch is responsible to the Attorney General's Office.

#### POLICY AND PLANNING BRANCH

MOE 2

135 St. Clair Ave. W., 12th Flr.

Toronto M4V 1P5

416-965-7984

The Policy and Planning Branch evaluates the ministry's policies, programs, and resource needs and coordinates the effective management and efficient utilization of ministry resources. The branch also coordinates the ministry's management standards program, research planning and the strategic planning process.

#### AFFIRMATIVE ACTION OFFICE

MOE 3

135 St. Clair Ave. W., 7th Flr.

Toronto M4V 1P5

416-965-1027

The office plans, develops and coordinates the **Affirmative Action Program** for the



women in the Ministry to improve the status of Ontario Government female employees, with the ultimate aim of ensuring equal opportunity for women.

## FRENCH LANGUAGE SERVICES

MOE 4

135 St. Clair Ave. W., 6th Flr.  
Toronto M4V 1P5  
416-965-5779

The French Language Services Coordinator implements within this Ministry, the government's policy on French language services (the provision of such services to the Franco-Ontarian public).

## SERVICES EN FRANCAIS

Le coordonnateur des services en français de ce Ministère est responsable de la mise en oeuvre de la politique du gouvernement en matière de services en langue française (services aux Franco-Ontariens en langue française).

## COMMUNICATIONS BRANCH

MOE 5

135 St. Clair Ave. W., 6th Flr.  
Toronto M4V 1P5  
416-965-7117

Communications Branch informs the public, client groups and the media about the Ministry's activities. It establishes communications policy for the Ministry and advises its branches on communications problems. The branch provides communications support to the Minister and the Deputy Minister. Its activities include media liaison, answering public inquiries, and producing and distributing publications, news releases and audio-visual materials.

The technical **library** on the ground floor (965-7978) operates the ministry **reading room** which provides public access to ministry publications, statutes and some manuals and internal procedures used by the Ministry. This library and another at Resources Rd. (248-3408) provide technical information on environment related matters to the staff of the Ministry and to members of the public.

## FINANCE AND ADMINISTRATION DIVISION

### ACCOUNTS BRANCH

MOE 6

135 St. Clair Ave. W., 11th Flr.  
Toronto M4V 1P5  
416-965-6981

The Accounts Branch provides financial control and support services to the Ministry by: processing suppliers' invoices, employees' expenses, and charges from other ministries; maintaining accounts; maintaining the Ministry's financial information system; producing and analyzing the monthly financial reports; producing the Public Accounts; and, distributing cheques. The branch advises management on financial matters. In addition, the Ministry of the Environment's Accounts Branch looks after the development and maintenance of a common financial system called COBIS that is used by several other ministries.

CAPITAL FINANCING AND REVENUE BRANCH

MOE 7

135 St. Clair Ave. W.  
Toronto M4V 1P5  
416-965-3573

Capital Financing and Revenue Branch provides financial management and administration for the Ministry's capital, grants and cost sharing programs for Ontario municipalities. This includes the calculation of financing terms and operating costs and grant claims, making claims under Federal/Provincial cost sharing agreements and billing and collecting revenue for water and sewage service to municipalities.

Contact the regional or district office listed under the Regional Operations Division, see Regional Operations Division, MOE 37.

MANAGEMENT AUDIT BRANCH

MOE 8

4375 Chesswood Dr.  
Downsview M3J 2C2  
416-638-4020

Management Audit Branch is responsible for the Ministry's audit functions which include the review and appraisal of Ministry accounting, financial, and operational controls.

HUMAN RESOURCES AND PERSONNEL  
DEVELOPMENT BRANCH

MOE 9

135 St. Clair Ave. W., 7th Flr.  
Toronto M4V 1P5  
416-965-3267

Human Resources and Personnel Development Branch works mainly in an advisory capacity with line managers who have primary responsibility for personnel matters within their units. It is responsible for the establishment of ministry personnel policies and procedures, the establishment of appropriate classification and compensation levels for all ministry employees, staff recruitment, employee counselling, the investigation of employee grievances, and all matters affecting working conditions and performance. The branch coordinates the ministry's **youth employment** program and maintains the ministry's personnel, payroll and employee benefit records. It also provides liaison between the Ministry and the Civil Service Commission, Management Board of Cabinet, and the Ontario Public Service Employees Union (OPSEU).

The branch is also responsible for the development of the ministry's **safety** policy and safety training programs and the 'technical training' of staff involved with **pollution control**. The Training and Certification Section (456-0895) promotes increased effectiveness and efficiency of the staffs of **industries, municipalities** and government agencies in activities designed to control pollution and to protect and **conserve** the natural **environment**. Promotes and administers certification programs including those for provincial environmental officers. Conducts liaison with provincial, federal and international agencies on training and certification matters.

OFFICE OF ADMINISTRATIVE SERVICES

MOE 10

135 St. Clair Ave. W., 4th Flr.  
Toronto M4V 1P5  
416-965-3993

The Office of Administrative Services provides administrative support services to the



Ministry. It provides purchasing and office support services and ensures compliance with the Ontario Government's administrative policies and procedures.

#### OFFICE OF SYSTEMS DEVELOPMENT

MOE 11

135 St. Clair Ave. W., 4th Flr.  
Toronto M4V 1P5  
416-965-6951

The Office of Systems Development provides developmental and operating support for the ministry's computerized information systems.

#### INTERGOVERNMENTAL RELATIONS AND STRATEGIC PROJECTS DIVISION

##### INTERGOVERNMENTAL RELATIONS AND STRATEGIC PROJECTS DIVISION

MOE 12

The Intergovernmental Relations and Strategic Projects Division provides a responsive structure to deal with designated issues which have a high profile and require coordinated and integrated action by the Ministry.

The division also assists in the development of the ministry's position to resolve **pollution** problems that are shared with other jurisdictions both nationally and **internationally**. The division develops bilateral and multilateral agreements with other jurisdictions in support of the ministry's ongoing control strategies.

#### ENVIRONMENTAL AND TECHNICAL ADVISOR

MOE 13

135 St. Clair Ave. W., 7th Flr.  
Toronto M4V 1P5  
416-965-5115

The Environmental and Technical Advisor advises the Ministry of external **environmental** policy and program developments; coordinates the Province's environmental policies and programs with those of other governments and supervises their implementation in intergovernmental agreements; represents the Ministry and provides liaison in the development of coordinated intergovernmental policies and programs.

#### ACIDIC PRECIPITATION IN ONTARIO STUDY COORDINATION OFFICE (A.P.I.O.S.)

MOE 14

40 St. Clair Ave. W., 6th Flr.  
Toronto M4V 1M2  
416-965-2214

The A.P.I.O.S. Coordination Office was established in 1979 to plan and coordinate the science and abatement activities of the multibranch, multidisciplinary **Acidic Precipitation In Ontario Study**. The Coordination Office now has responsibility for all aspects of Ontario's **acid rain** program including policy, science, abatement and legal activities and the provision of **information** to the public.

## NIAGARA RIVER IMPROVEMENT TEAM

MOE 15

119 King St. W., 12th Flr.  
Hamilton L8P 4T9  
416-521-7640

The Niagara River Improvement Team was formed by the Minister of the Environment in November 1981, to provide a focus for the Ministry's efforts to clean up the Niagara River.

The Team is responsible for monitoring Canadian and American **waste** discharges, reviewing discharge permits, and for recommending changes in those permits. In addition, the effects on the environment of **waste** disposal sites on both sides of the border are being assessed, and recommendations for appropriate remedial measures are being developed. Activities involve close liaison with Environment Canada, the U.S. Environmental Protection Agency, and the New York State Department of Environmental Conservation.

For further information, contact the Niagara River Coordinator at the above address.

## EMERGENCY RESPONSE COORDINATION OFFICE

MOE 16

40 St. Clair Ave. W., 6th Flr.  
Mail to:  
135 St. Clair Ave. W.  
Toronto M4V 1P5  
416-965-3237

The Emergency Response Coordination Office promotes organization and planning by industries, the municipalities and federal and provincial agencies to control and cope with **pollution** caused by **emergency** spills of contaminants. Contact regional or district offices listed under this Ministry's Regional Operations Division, MOE 37.

## BLUEPRINT FOR WASTE MANAGEMENT

MOE 17

135 St. Clair Ave. W., 2nd Flr.  
Toronto M4V 1P5  
416-965-9671

A thorough and comprehensive review is taking place of all present **waste** management practices, policies and controls, including legislation to provide improved protection to the environment and to the public.

These proposals will be published in a Ministry Blueprint for Waste Management in mid-1983. This paper will be published, tabled in the Ontario Legislature and made available for public review and consultation during the second half of 1983.

New legislation, regulations, policies and programs are scheduled for introduction early in 1984.



## ENVIRONMENTAL PLANNING DIVISION

## AIR RESOURCES BRANCH

MOE 18

## AIR QUALITY AND METEOROLOGY SECTION

880 Bay St., 4th Flr.

Toronto M5S 1Z8

416-965-5068

The Air Quality and Meteorology Section compiles air quality **statistics** from the monitoring instruments across Ontario and prepares air quality reports for the guidance of the regional offices in controlling emissions. Produces the **Air Pollution Index** (965-9150) which informs the public about air quality in Ontario cities. Conducts special air quality **research** to produce information needed to abate special air pollution problems and unusual phenomena such as **acid rain**. Assists in setting **air** quality objectives and emission standards. Regional offices are listed under the Ministry of the Environment, Regional Operations Division, MOE 37.

## AIR RESOURCES BRANCH

MOE 19

EMISSION TECHNOLOGY AND  
REGULATION DEVELOPMENT SECTION

880 Bay St., 4th Flr.

Toronto M5S 1Z8

416-965-5776

The Emission Technology and Regulation Development Section develops **air** quality criteria, standards, guidelines and regulations for the Ministry. Reviews air quality aspects of **environmental assessment** and **land use** change. Develops and maintains expertise on new and existing air pollution control technology. Undertakes source emission measurements, witnesses and evaluates source emission tests done by others, and develops source testing codes.

## AIR RESOURCES BRANCH

MOE 20

## PHYTOTOXICOLOGY SECTION

880 Bay St., 4th Flr.

Toronto M5S 1Z8

416-965-4516

The Phytotoxicology Section investigates complaints and conducts assessment surveys in the vicinity of **industries** for information on the effects of **air pollution** on **soils** and **vegetation** of all types (**forests, agricultural crops, ornamental plants**) throughout Ontario for environmental management purposes. Provides technical reports to complainants about alleged sources of pollution, for use in negotiating vegetation damage claims. Conducts experiments in controlled environment facilities to help formulate **air** quality criteria and standards. Conducts research on effects of **acidic precipitation** (e.g. acid rain) on terrestrial systems. Regional offices are listed under Ministry of the Environment, Regional Operations Division, MOE 37.

AIR RESOURCES BRANCH  
ATMOSPHERIC RESEARCH  
AND SPECIAL PROGRAMS SECTION

MOE 21

880 Bay St., 4th Flr.  
Toronto M5S 1Z8  
416-965-4081

The Atmospheric Research and Special Programs Section conducts mobile **air** monitoring surveys and coordinates the branch's hazardous contaminants program. The atmospheric chemistry and deposition program of APIOS (Acidic Precipitation in Ontario Study) and the Nanticoke Environmental Management Program are also carried out. Administers **environmental research grants**. Regional offices are listed under Ministry of the Environment, Regional Operations Division, MOE 37.

AIR RESOURCES BRANCH  
VEHICLE EMISSIONS SECTION

MOE 22

880 Bay St., 4th Flr.  
Toronto M5S 1Z8  
416-965-4493

The Vehicle Emissions Section assesses **air pollution** in Ontario as it relates to automotive-derived pollutants and plans and controls Ministry strategy in dealing with these pollutants. Performs on-road spot checks of **vehicles** and used car lot inspections to ensure compliance with auto emission control standards in the **Environmental Protection Act**. Regional offices are listed under Ministry of the Environment, Regional Operations Division, MOE 37.

WATER RESOURCES BRANCH  
CARTOGRAPHY AND DRAFTING

MOE 23

4375 Chesswood Dr.  
Downsview M3J 2C2  
416-636-8015

The Cartography and Drafting Section provides cartographic, drafting, graphic artwork and reproduction services for the Ministry. Its **maps** file is available for reference purposes to ministries and agencies of the Ontario Government.

WATER RESOURCES BRANCH  
DATA SYSTEMS

MOE 24

1 St. Clair Ave. W., 4th Flr.  
Toronto M4V 1K6  
416-965-6141

The Data Systems and Administration Section coordinates the design, development and implementation of **systems** that store, retrieve and process data related to the programs of the Water Resources Branch.



WATER RESOURCES BRANCH  
HYDROLOGY AND MONITORING

MOE 25

1 St. Clair Ave. W., 4th Flr.  
Toronto M4V 1K6  
416-965-2105

The Hydrology and Monitoring Section coordinates the monitoring of provincial **lakes** and other inland surface-water and ground-water quality and quantity networks to ensure an adequate data base is available for a variety of **water** resources studies and for water management purposes. Undertakes certain water resources inventory and mapping programs. Provides technical input and advice to the development of Ministry policies, guidelines, assessments and positions regarding the development of ground-water supplies and the protection of ground-water quality. Provides for the development of municipal ground-water supplies. Supplies geotechnical support for the Ministry hydrogeological, ground-water development and protection programs. Issues **licences** to contractors of water **wells** and takes part in the surveillance of the water-well industry. Participates in policy making and application of the water-taking **permit** program. Contact regional or district offices listed under Ministry of the Environment, Regional Operations Division, MOE 37.

WATER RESOURCES BRANCH  
LIMNOLOGY SECTION

MOE 26

Resources Rd.  
Rexdale M9W 5L1  
416-248-3058

The Limnology Section does **research** on relationships between aquatic organisms and the **water** environment (e.g. problem **weed** species, aquatic weed harvesting). Limnology Unit monitors water quality in recreational **lakes** and assesses and develops lake restoration methods. The section conducts a major program on the effects of **acidic precipitation** on the aquatic environment.

WATER RESOURCES BRANCH  
QUALITY PROTECTION SECTION

MOE 27

1 St. Clair Ave. W., 4th Flr.  
Toronto M4V 1K6  
416-965-6954

The Quality Protection Section coordinates and maintains **water** resource and **industrial** waste effluent policies and guidelines. Plans and coordinates water resources **surveys** and river basin water management studies and provides special water modelling and aquatic toxicity of pollutants expertise. Involved with hazardous contaminants, their public health significance and coordinates the sports fish contaminants program. Answers inquiries on contaminant levels in sports **fish** province-wide including the Great Lakes.

WATER RESOURCES BRANCH  
GREAT LAKES SECTION

MOE 28

1 St. Clair Ave. W., 4th Flr.  
Toronto M4V 1K6  
416-965-4590

The Great Lakes Section provides surveillance, investigations and assessments of near-shore areas, embayments, harbours and connecting channels of the **Great Lakes**. Activi-

ties include: examining biological, chemical and physical processes as they are affected by pollutant inputs and climatic conditions; determining **water** use suitability and interference and investigating trends toward improvement or degradation; providing warning of emerging problems; recommending abatement measures for the correction of existing problems and prevention of further degradation; assessment of effectiveness of remedial action programs; fulfillment of requirements under the Canada/Ontario Agreement involving the provision of surveillance data to and assisting the International Joint Commission in the evaluation of progress in meeting objectives contained in the Canada/U.S. Water Quality Agreement. The section also coordinates branch reviews of **environmental assessments** as they relate to impact on water resources and assessments of major marine construction and Ontario Hydro activities.

WATER RESOURCES BRANCH  
WATER SUPPLY AND POLLUTION  
CONTROL SECTION

MOE 29

40 St. Clair Ave. W., 6th Flr.  
Toronto M4V 1M2  
416-965-6967

The Water Supply and Pollution Control Section deals with municipal and private water and municipal sewage. Deals with regulations and standards for water supply relating to municipal **water** treatment plants, private **wells**, household water treatment devices and the provision of safe drinking **water**. Also involved with **pollution control** policies in, and as a result of, municipal activities. Specific activities include phosphorus removal at all **municipal sewage** treatment plants (to safeguard Great Lakes water quality), urban **drainage** management and sewage sludge use on **farm** land. Contact regional or district offices listed under the Ministry of the Environment, Regional Operations Division, MOE 37.

WASTE MANAGEMENT BRANCH  
INDUSTRIAL WASTE

MOE 30

135 St. Clair Ave. W., 2nd Flr.  
Toronto M4V 1P5  
416-965-9668

The Waste Management Branch coordinates programs concerned with the management, processing and disposal of waste. Industrial Waste Section deals with **pollution** by **industry**, including **hazardous waste**, industrial sludges and pretreatment residues, hauled liquid industrial wastes, and their disposition at **waste** disposal sites. Coordinates related federal-provincial activities and provides technical support regarding industrial waste treatment. Contact regional or district offices listed under Ministry of the Environment, Regional Operations Division, MOE 37 for complaints on related pollution.

WASTE MANAGEMENT BRANCH  
MUNICIPAL WASTE

MOE 31

135 St. Clair Ave. W., 2nd Flr.  
Toronto M4V 1P5  
416-965-9671

The Waste Management Branch coordinates programs concerned with the management, processing and disposal of waste. Municipal Waste Section develops and implements a comprehensive **waste** management program including new procedures for resource re-



covery and **recycling**, especially for **energy** conservation. Operates full scale experimental plant for technology **research** and market development. Provides **grants** for selected technology demonstration projects. Promotes and provides incentives for source separation or **recycling** projects (recovery of waste newspaper, glass and cans from residential and commercial garbage).

#### HAZARDOUS CONTAMINANTS AND STANDARDS BRANCH

MOE 32

40 St. Clair Ave. W., 7th Flr.  
Toronto M4V 1M2  
416-965-2401

The Hazardous Contaminants and Standards Branch leads and coordinates the ministry's functions in setting standards and providing codes of practice for attaining a public environment of good quality. Also provides consulting and coordinating services for the ministry's programs management and regulation of the use of **chemicals** and in the case of pesticides, it provides licensing services. The branch also participates in devising the Ministry's program strategies in environmental management. The role of the branch includes: identifying hazardous contaminating substances in the public environment and recommending procedures for their management; liaising with other branches of the Ministry and other provincial and federal agencies; assisting with programs for public information. The branch also provides a technical consulting and education service for the proper use of **pesticides** and other **chemicals**.

#### HAZARDOUS CONTAMINANTS AND STANDARDS BRANCH

MOE 33

##### COMMERCIAL AND AGRICULTURAL CHEMICALS SECTION

40 St. Clair Ave. W., 7th Flr.  
Toronto M4V 1M2  
416-965-2401

The Section ensures safe and effective use of **pesticides** to control **pollution**. Issues **licences** for use and sale of pesticides (e.g. pest **exterminators**). Has publications on, and answers inquiries about, control of household **pests**, insects, etc.. In conjunction with **municipalities**, provides **grants** for **termite** control. Contact regional or district offices listed under the Ministry of the Environment, Regional Operations Division, MOE 37.

#### HAZARDOUS CONTAMINANTS AND STANDARDS BRANCH

MOE 34

##### INDUSTRIAL CHEMICALS SECTION

135 St. Clair Ave. W., 7th Flr.  
Toronto M4V 1P5  
416-965-1193

The **Industrial** Chemicals Section identifies and assesses the significance of hazardous **contaminating** substances to ensure that standards are developed to protect **public health** and society's beneficial use of the environment.

## ENVIRONMENTAL ASSESSMENT BRANCH

MOE 35

135 St. Clair Ave. W., 10th Flr.

Toronto M4V 1P5

416-965-3980

The Environmental Assessment Branch coordinates the development and administration of the **Environmental Assessment Act** and its regulations. The Act requires proponents of major projects (who are subject to the Act), to submit an **environmental assessment** showing how and why the project is needed, an investigation of alternatives and appropriate mitigation measures. The branch coordinates reviews of the **environmental assessment** to provide information and advice to decision makers, proponents and the public on the acceptability of the environmental assessment and approvability of the undertaking. Public records of the **environmental assessments** and reviews are maintained in the branch and are available to the public. The branch provides advice on requirements of the Environmental Assessment Act, as well as opinions on the status of the undertakings subject to the Act and its regulations and orders.

LABORATORY SERVICES AND APPLIED  
RESEARCH BRANCH

MOE 36

Resources Rd., Box 213

Rexdale M9W 5L1

416-248-3015

Laboratory Services Group provides ministry branches with analytical support for their **environmental assessments** and **pollution control** programs. Participates in planning programs requiring analytical expertise and assists in analytical data interpretation. Updates analytical methods and develops procedures for measuring new environmental pollutants. Participates in **environmental research** projects aimed at clarifying the interaction of atmospheric and aquatic pollutants with the environment and their effect on human **health**. The Central **Laboratory** in Toronto advises the regional laboratories in Thunder Bay, London and Kingston (addresses listed below).

The Applied Research Group includes the following sections: Wastewater Treatment (248-3041), Water Technology (248-3935) and Applied Sciences (248-3044). The group provides liaison with academic and research groups; dissemination of technical information and findings; technical assistance; applied environmental **research** on **pollution, sewage (wastewater)** and **drinking water** treatment, collection and distribution. Also provides technical support regarding the application of new technology directly to municipalities and industry and to the public through regional and district offices listed under Ministry of the Environment, Regional Operations Division, MOE 37.

*Southeastern Regional Laboratory*

c/o Kingston Regional Office

133 Dalton St., P.O. Box 820

**Kingston K7L 4X6**

613-549-4000

*Southwestern Regional Laboratory*

c/o London Regional Office

985 Adelaide St. S.

**London N6E 1V3**

519-681-3600

*Northwestern Regional Laboratory*

421 James St. S.

**Thunder Bay P7E 2V6**

807-475-1275



**REGIONAL OPERATIONS DIVISION****REGIONAL OPERATIONS DIVISION**

416-965-5115

MOE 37

Delivers all Ministry services to municipalities, individuals and corporations through a network of regional, district and sub-offices throughout Ontario. See other entries under this Ministry for individual descriptions of its programs. Additionally, all offices investigate complaints and determine the feasibility of project proposals. The division is organized functionally into four sections: Industrial Abatement (the amount of **pollutants** emitted by **industries** is regulated and controlled); Municipal and Private Abatement (to **control pollution** by **municipalities** and individuals, inspects commercial **water** and **sewage** treatment facilities and **waste** disposal sites; conducts special environmental **research** surveys and studies, e.g., **lakes** and **cottages**; administers funds from the **Waste Management Improvement Fund** to upgrade municipal waste disposal sites; issues **licences** under the **pesticides** control program); Utility Operations (assistance to **municipalities** regarding provincially-funded **water** and **waste water** treatment plants); Technical Support (monitoring, study and analysis of specific projects and ambient **air**, **land** and **water** conditions).

There is a regional manager in each regional office in charge of one of the above functions. In most district offices there are two district officers, one in charge of Industrial Abatement and one in charge of Municipal and Private Abatement. In some district offices there is only one district officer depending on the level of activity in the particular area. The Ministry offices are listed below. If local office is outside toll-free calling area, ask operator for Zenith 33220 for toll-free service.

**CENTRAL REGION***Regional Office*

150 Ferrand Dr., Ste. 700

**Don Mills M3C 3C3**

416-424-3000

*Barrie District Office*

12 Fairview Rd.

**Barrie L4N 4P3**

705-726-1730

*Muskoka-Haliburton District Office***Gravenhurst P0C 1G0**

705-687-3408

*South Peel Area System*

920 East St.

**Mississauga L5E 1W6**

416-274-6710

*Halton-Peel District Office*

1226 White Oaks Blvd.

**Oakville L6H 2B9**

416-844-5747

*District Office*

139 George St. N.

**Peterborough K9J 3G6**

705-743-2972

*District Office*

150 Ferrand Dr., Ste. 700

**Toronto (Don Mills) M3C 3C3**

416-424-3000

**NORTHEASTERN REGION***Regional & District Offices*

199 Larch St.

**Sudbury P3E 5P9**

705-675-4501

*District Office*  
1500 Fisher St.  
Northgate Plaza  
**North Bay P1B 2H3**  
705-476-1001

*District Office*  
74 Church St.  
**Parry Sound P2A 1Z1**  
705-746-2139

*District Office*  
445 Albert St. E.  
**Sault Ste. Marie P6A 2JP**  
705-949-4640

*District Office*  
83 Algonquin Blvd. W.  
**Timmins P4N 2R4**  
705-264-9474

#### **NORTHWESTERN REGION**

*Regional & District Office*  
P.O. Box 5000  
435 James St. S.  
**Thunder Bay P7C 5G6**  
Regional Office: 807-475-1205  
District Office: 807-475-1315

*District Office*  
P.O. Box 5750  
808 Robertson St.  
**Kenora P9N 1X9**  
807-468-5578

#### **SOUTHEASTERN REGION**

*Regional Office*  
133 Dalton St.  
P.O. Box 820  
**Kingston K7L 4X6**  
613-549-4000

*District Office*  
15 Victoria Ave.  
**Belleville K8N 1Z5**  
613-962-9208

*District Office*  
14 Montreal Rd., 2nd Flr.  
**Cornwall K6H 1B1**  
613-933-7402

*District Office*  
2378 Holly Lane  
**Ottawa L1V 7P1**  
613-521-3450

*Sub-Office*  
1000 MacKay St.  
**Pembroke K8B 1A3**  
613-732-3643

#### **SOUTHWESTERN REGION**

*London Regional Office*  
985 Adelaide St. S.  
**London N6E 1V3**  
519-681-3600

*Sub-District Office*  
435 Grand Ave., W.  
**Chatham N7L 3Z4**  
519-352-5107

*Sub-Office*  
c/o Ministry of Agriculture & Food  
P.O. Box 688  
**Clinton N0M 1L0**  
519-482-3428

*District Office*  
1180-20th St.  
**Owen Sound N4K 6H6**  
519-371-2901

*District Office*  
242A Indian Rd. S., Ste. 209  
**Sarnia N7T 3W4**  
519-336-4030

*District Office*  
250 Windsor Ave., 6th Flr.  
**Windsor N9A 6V9**  
519-254-5129



**WEST-CENTRAL REGION**

*Hamilton Regional and District Office*  
 Ontario Government Bldg.  
 119 King St. W., 12th Flr.  
 P.O. Box 2112  
**Hamilton L8N 3Z9**  
 416-251-7640

*District Office*  
 400 Clyde Rd.  
 P.O. Box 219  
**Cambridge N1R 5W6**  
 519-623-2080

*District Office*  
 637-641 Niagara St. W.  
**Welland L3C 1L9**  
 416-735-0431

**ENVIRONMENTAL APPROVALS AND PROJECT  
 ENGINEERING BRANCH  
 ENVIRONMENTAL APPROVALS SECTION**

MOE 38

135 St. Clair Ave. W., 9th Flr.  
 Toronto M4V 1M2  
 416-965-6421

The Environmental Approvals Section processes applications for approvals submitted by the industrial, municipal and private sectors for the establishment of **municipal** and **industrial** liquid effluent treatment works, potable **water** supply, treatment and distribution facilities, **air** emission control devices, solid and liquid **waste**, landfilling and disposal systems as required by the **Ontario Water Resources Act** and the **Environmental Protection Act**. The Section maintains expertise in the field of **pollution control** and treatment and reviews technical designs of the proposed control facilities to ensure compliance with the Province's environmental regulations, criteria and guidelines. The Section also issues licences to installers of **septic tanks** and haulers of **waste**. Industrial, municipal and the private sectors should initially contact the regional or district offices listed under Ministry of Environment, Regional Operations Division, MOE 37.

**ENVIRONMENTAL APPROVALS AND PROJECT  
 ENGINEERING BRANCH  
 PROJECT ENGINEERING SECTION**

MOE 39

135 St. Clair Ave. W.  
 Toronto M4V 1M2  
 416-965-7062

The Project Engineering Section manages and coordinates the development and construction of Ministry capital projects, e.g. **water** supply, **sewage** systems and water **pollution control** facilities for **municipalities**. This includes design and equipment selection (965-3490). The branch arranges for design work and financial analysis, including details on **grants** available, calling of **tenders** and award of contracts by the Ministry. Administers grants programs for certain sewage and water works to municipalities qualifying under the Ministry's priority rating system and to small communities for upgrading private sewage or water systems. Administers grants (for sewage and water works) for Ontario under the federal **Community Services Contribution Program** and the **Canada-Ontario Agreement for Sewage Program (COASP)**. Contact regional or district offices listed under the Ministry of the Environment, Regional Operations Division, MOE 37.

ENVIRONMENTAL APPROVALS AND PROJECT  
ENGINEERING BRANCH  
SPECIAL ACTIVITIES SECTION  
LAND USE GROUP

MOE 40

135 St. Clair Ave. W., 10th Flr.  
Toronto M4V 1P5  
416-965-6963

The group advises other government agencies at all levels and the private sector on **environmental** matters related to **land use planning** and environmental planning. Coordinates the Ministry's review of **environmental assessments** input to the government review. Coordinates Ministry's responses to regional development strategies, regional **municipality official plans** and other proposed land uses. Prepares internal and external advisory guidelines.

ENVIRONMENTAL APPROVALS AND PROJECT  
ENGINEERING BRANCH  
SPECIAL ACTIVITIES SECTION  
NOISE ASSESSMENT GROUP

MOE 41

40 St. Clair Ave. W., 7th Flr.  
Toronto M4V 1M2  
416-965-3071

The Noise Assessment Group assists the ministry's regional and district offices by commenting on the relationship between new and existing **land use** with regard to **noise** and **vibration** impacts (e.g., new development proposals, highways, railway, aircraft and public transportation systems). It assists in the measurement and evaluation of emissions from sources of environmental **noise** and vibration, as well as the control and abatement of sources under provincial jurisdiction. It reviews and comments on the noise and vibration potential from projects subject to the **Environmental Assessment Act**.

The group deals with environmental **noise** policy development, acoustics criteria and standards. Promotes the **Model Municipal Noise Control Bylaw** for adoption by **municipalities** and provides training and certification of municipal **noise** control officers, municipal **land use planners** and building department personnel, and plant operators. Assists the public, consultants, developers, industry and municipal employees by providing information on the implementation of noise and vibration **pollution** policies and regulations.

## AGENCIES

For some background information on ministerial agencies, boards and commissions, see the first entry under Royal Commissions, Special Purpose Bodies and Others (COMM 1). Some of this Ministry's agencies are listed below. For information on agencies not listed, contact this Ministry's information or communications branch.

ENVIRONMENTAL APPEAL BOARD  
1 St. Clair Ave. W., 5th Flr.  
Toronto M4V 1K7  
416-965-2531

MOE 42

Environmental Appeal Board hears **appeals** of persons affected by certain decisions or orders of local **health** authorities or the Ministry of the Environment in the area of pri-



vate sewage disposal, and of the Ministry of the Environment in the areas of **water** and **sewage**, **waste disposal**, **air and noise pollution**, and **pesticides**, in accordance with the **Ontario Water Resources Act** and the **Environmental Protection Act**.

ENVIRONMENTAL ASSESSMENT BOARD  
ENVIRONMENTAL ASSESSMENT ACT

MOE 43

1 St. Clair Ave. W., 5th Flr.  
Toronto M4V 1K7  
416-965-2531

The Environmental Assessment Board holds public hearings on the impact of major development proposals under the **Environmental Assessment Act (EAA)**. Under this Act, after the **environmental assessment** and the Government's review thereof have been made public, any person (including the Minister of the Environment) can require a hearing by the Board by written notice. After such hearings the Board renders a decision which can only be varied or rescinded by the Minister with the approval of the Lieutenant-Governor in Council. The Board also holds hearings under three other statutes; for information see the other listings under the Ministry of the Environment, Environmental Assessment Board.

ENVIRONMENTAL ASSESSMENT BOARD  
ENVIRONMENTAL PROTECTION ACT

MOE 44

1 St. Clair Ave. W., 5th Flr.  
Toronto M4V 1K7  
416-965-2531

The Environmental Assessment Board holds public hearings on the impact of major development proposals under the **Environmental Protection Act (EPA)**. Hearings are either mandatory or discretionary; mandatory, where an application is made for approval to establish or extend a **waste disposal site** for the disposal of hauled liquid industrial waste or **hazardous waste**; discretionary, where an application is made for approval to establish or extend a waste management system or waste disposal site other than referred to above. Following such hearings, the Board submits its recommendations on the proposal to the Ministry of the Environment. The Board also holds hearings under three other statutes; for information see the other listings under Ministry of the Environment, Environmental Assessment Board.

ENVIRONMENTAL ASSESSMENT BOARD  
ONTARIO WATER RESOURCES ACT

MOE 45

1 St. Clair Ave. W., 5th Flr.  
Toronto M4V 1K7  
416-965-2531

The Environmental Assessment Board holds public hearings on the environmental impact of major development proposals under the **Ontario Water Resources Act (OWRA)**. Hearings are mandatory or discretionary; mandatory, where a **municipality** contemplates establishing or extending its **sewage works** in or into another municipality or territory; discretionary, where a municipality or person intends to establish or extend a sewage treatment works within the municipality. Following such a hearing, the Board submits its recommendations on the proposal to the Ministry of the Environment. The Board also holds hearings under three other statutes; for information see the other listings under Ministry of the Environment, Environmental Assessment Board.

ENVIRONMENTAL ASSESSMENT BOARD  
CONSOLIDATED HEARINGS ACT

MOE 46

1 St. Clair Ave. W., 5th Flr.  
Toronto M4V 1K7  
416-965-2531

The Environmental Assessment Board (EAB), in conjunction with the Ontario Municipal Board (OMB), holds public hearings under the **Consolidated Hearings Act, 1981, (CHA)** on undertakings in relation to which more than one hearing is required by more than one tribunal under one or more of the Acts set out in the Schedule to the Consolidated Hearings Act, 1981, or prescribed by the regulations. Under this Act, the proponent of an undertaking gives written notice to the Hearings Registrar specifying the general nature of the undertaking, the hearings that are required and the Acts under which the hearings are required. Upon receipt of such notice the Hearings Registrar refers the matter to the Chairman of the EAB and the Chairman of the OMB who together, by order, establish a joint board, composed of one or more members of either or both of the EAB and the OMB. The joint board then holds the hearing and makes a decision in respect of the matters which it has considered. The joint board's decision can only be varied or rescinded by the Lieutenant Governor in Council. The Board also holds hearings under three other statutes; for information see the other listings under the Ministry of the Environment, Environmental Assessment Board.

ENVIRONMENTAL ASSESSMENT ADVISORY  
COMMITTEE

MOE 47

1 St. Clair Ave. W., 9th Flr.  
Toronto M4V 1K6  
416-965-3091

The Environmental Assessment Advisory Committee provides advice to the Minister of Environment on requests for exemptions from the provisions of the **Environmental Assessment Act** and on requests or proposals for the designation of undertakings so as to render them subject to the Act. The committee advises on, and comments on, the reasons provided by the proponent for the exemption of an undertaking, in particular those reasons relating to public health and safety, economic necessity and significance of environment affects.

HEARING PANEL ON INDUSTRIAL WASTE  
MANAGEMENT

MOE 48

1 St. Clair Ave. W., 9th Flr.  
Toronto M4V 1K6  
416-965-8051

The Hearing Panel on Industrial Waste Management is established by an Order in Council. Its responsibilities are to hold public hearings relating to any site or facility which may be established by the **Ontario Waste Management Corporation** for the disposal of certain types of industrial waste.



## PESTICIDES ADVISORY COMMITTEE

MOE 49

1 St. Clair Ave. W., 9th Flr.  
 mailing address: 135 St. Clair Ave. W., Ste. 100  
 Toronto M4V 1P5  
 416-965-7048

The Pesticides Advisory Committee annually reviews the **Pesticides Act**, its regulations and government publications on **pests** and **pesticides**. The Ontario Government Bookstore (965-2054) has all government publications on pesticides. The Committee inquires into matters concerning pesticides and the control of pests. Classifies all pesticides previous to their marketing in Ontario. Maintains a **library** of pesticide containers. For pesticide vendors' and pest exterminators' licences contact Hazardous Contaminants and Standards Branch, Commercial and Agricultural Chemicals Section (965-2401), see MOE 33. Advises the Ministry on environmental **research grants** relative to pesticides and evaluates their results.

## ONTARIO WASTE MANAGEMENT CORPORATION

MOE 50

2 Bloor St. W., 11th Flr.  
 Toronto M4W 3E2  
 416-923-2918  
 Toll free 1-800-268-1179

The **Ontario Waste Management Corporation (OWMC)** was established in 1981 to develop and implement a long term, province-wide program for the treatment and storage of liquid **industrial wastes** and **hazardous wastes**. OWMC is also investigating ways to assist in the reduction, **recycling** and reuse of these special wastes. The corporation has developed a five phase plan, called the **Facilities Development Process, (FDP)** to prepare recommendations on appropriate sites. A key element of the FDP is public consultation. The information collected and planning decisions made are publicized at the end of each phase and the exchange of ideas, comments and opinions between the public and OWMC is actively encouraged. The corporation is also actively involved in developing an **education** program which will provide information to the public and industry on liquid industrial waste management, via audio-visual and print materials. For more information contact Communications Officer at the above address.

## ACTS

## ACTS

MOE 51

The following is a list of Acts administered by the Ministry of the Environment. For information on which branches administer the Acts, see the Key Word Index or contact this Ministry's communications branch.

Consolidated Hearings Act, 1981  
 Environmental Assessment Act  
 Environmental Protection Act  
 Ministry of the Environment Act  
 Ontario Waste Management Corporation Act, 1981  
 Ontario Water Resources Act  
 Pesticides Act

## MINISTRY OF GOVERNMENT SERVICES

77 Wellesley St. W., Ferguson Block  
Queen's Park, Toronto M7A 1N3

The Ministry of Government Services was established on April 1, 1972, as part of a reorganization of Ontario Government departments. The Ministry absorbed the functions of its organizational forerunner, the Department of Public Works. It also became responsible for certain operations and services which were formerly administered by the Department of the Provincial Secretary and Citizenship, and the Department of Treasury and Economics. These functions included the provision of accommodation and a wide range of services in support of Ontario government ministries and agencies.

In July, 1981 the Ministry of Government Services was given the added mandate of providing leadership in improving the government's customer services to the public as well as to client ministries within government. The Ministry also became responsible for coordinating the government's efforts in information technology. These new challenges prompted a major reorganization of this Ministry in May, 1982.

Ministry programs are now grouped under two major areas: Accommodation and Services, each headed by an Assistant Deputy Minister. There are six divisions: Human Resource Services Division and the Finance and Administration Services Division which report directly to the Deputy Minister; the Property Development Division and the Property Management Division under the Accommodation group; the Corporate Services Division and the Computer and Telecommunication Services Division under the Services group. In addition, there is a Communications Branch in the Ministry which reports to the Deputy Minister.

### DEPUTY MINISTER'S OFFICE

#### COMMUNICATIONS BRANCH

MGS 1

77 Wellesley St. W., 12th Flr., Ferguson Block  
Queen's Park, Toronto M7A 1N3  
416-965-6683

The Communications Branch enhances the profile of the Ministry through the identification of major issues and opportunities, and by offering initiatives for internal and external communications.

The branch manages public relations in support of ministry programs through such activities as media liaison, official ceremonies, photographic services, preparation of speeches and news releases, ministry reports and publications, ministry information for the Throne Speech, and answers to questions put forward to the Minister in the House. It also provides public relations advisory services within the Ministry.

The branch is responsible for the Government of Ontario Art Collection (e.g., cataloguing of original paintings and sculptures, restoration of these works of art and their exhibit) and is represented on the Ministry's Art Advisory Committee. The branch is also responsible for ministry exhibits (965-6824).

The **Media Studio** (965-1164), which is located in the Legislative Building for the use of Members of Provincial Parliament, reports to this branch.

Other functions include administration of the Ministry's **Employee Suggestion Program** and the **Ontario Medal Program**. The **Ontario Medal Program** provides three awards es-



established by the government to recognize outstanding Ontarians. The Ontario Medal for Good **Citizenship** was created to recognize and pay tribute to citizens who, through their selflessness, humanity and kindness, make Ontario a better place to live. The Ontario Medal for **Police Bravery** recognizes acts of superlative courage and bravery performed in the line of duty by members of Ontario's police forces. The Ontario Medal for **Firefighters Bravery** likewise recognizes similar acts performed in the line of duty by members of Ontario's firefighting forces. Advisory councils on each of the awards select possible recipients of the medals. Submit nominations to: The Secretary, Advisory Council, (specify award), Ferguson Block, 77 Wellesley St. W., 12th Flr., Queen's Park, Toronto M7A 1N3, 963-0559.

## FINANCE AND ADMINISTRATIVE SERVICES DIVISION

### FINANCE AND OFFICE SERVICES BRANCH

MGS 2

77 Wellesley St. W., 9th Flr., Ferguson Block  
Queen's Park, Toronto M7A 1P8  
416-965-2153

Finance and Office Services Branch is responsible for general accounting functions, budget control, financial management advisory services to senior ministry management, payroll, accounts payable, accounts receivable and revenue control. The branch maintains the ministry financial information systems, ministry financial reporting requirements, and liaises with Management Board of Cabinet, the Office of the Provincial Auditor, other ministries, agencies, boards and commissions.

The Office Services Section of the branch provides centralized ministry office services including purchasing, records management, copy centres, communication services, ministry accommodation services and employee parking.

### AUDIT BRANCH

MGS 3

77 Wellesley St., 8th Flr., Ferguson Block  
Queen's Park, Toronto M7A 1N3  
416-965-4806

Audit Branch is responsible for the Ministry's audit functions which include the provision to management of an objective assessment of the internal and management controls under which the programs and activities of the Ministry operate.

### SYSTEMS BRANCH

MGS 4

77 Wellesley St. W., 4th Flr., Ferguson Block  
Queen's Park, Toronto M7A 1N3  
416-965-9231

The Systems Branch is responsible for the development, implementation and maintenance of computerized and manual information systems and office automation systems in support of ministry programs. In addition, the branch provides consulting and advisory services related to information processing.

**ANALYSIS AND PLANNING SECTION**

MGS 5

77 Wellesley St., 12th Flr., Ferguson Block  
Queen's Park, Toronto M7A 1N3  
416-965-5690

The Analysis and Planning Section is responsible for the Ministry's M.B.R. (Management By Results) and P.E.S. (Performance Evaluation System), designed to measure the effectiveness of ministry programs. Major functions of the section include long-term planning and policy development, liaison with Management Board Secretariat on program and policy matters, and the analysis and preparation of management submissions to Management Board. It also provides for the continuing analysis and evaluation of ministry programs.

**LEGAL SERVICES BRANCH**

MGS 6

77 Wellesley St., 3rd Flr., Ferguson Block  
Queen's Park, Toronto M7A 1N3  
416-965-1141

Provides legal services to the Ministry in the areas of conveyancing and contracts, e.g., the acquisition (including **expropriation**), sale and lease of **land, buildings** negotiation and formulation of building contracts, **computer** contracts and contracts for other types of services. Provides legal opinions to the Ministry relating to its areas of responsibility including **Ontario Public Service employees pension** benefits. It also provides litigation services relating to the collection of outstanding accounts.

**HUMAN RESOURCE SERVICES DIVISION****HUMAN RESOURCE SERVICES DIVISION**

MGS 7

The Human Resource Services Division brings together various corporate and internal services to provide an effective and integrated approach to human resource management.

**EMPLOYEE ADVISORY SERVICES BRANCH**

MGS 8

880 Bay St., 5th Flr.  
Toronto M7A 1N8  
416-965-7350

The Employee Advisory Services Branch provides client ministries and agencies with employee counselling and rehabilitation services, employee health services and safety services.

The Employee Counselling Services function provides confidential **counselling** and referral services to **employees** of the **Ontario Public Service (OPS)**. Coordinates an interministerial program which provides **rehabilitation** services for OPS employees experiencing long term illness and/or **disability**. Provides assistance to OPS employees in making **day care** arrangements for their children (965-9953). Provides training programs and individual consultations to managers, supervisors and personnel administrators in dealing with work performance problems (965-5161).

The Employee Health Services function (965-6751, Rm. M1-73 Macdonald Blk., Queen's Park, Toronto M7A 2C1) provides training in prevention and educational courses in health matters and direct **health** services to **employees** of the **Ontario Public Service** at their places of work in Toronto. Provides confidential assistance to employees



for prevention and treatment of conditions of ill health. Advises management and employees throughout the Province on occupational health and safety matters. Health Centres are located at the Macdonald Block, Queen's Park; Legislative Building; 1201 Wilson Ave., East Building; 400 University Ave.; 15 Overlea Blvd.; 555 Yonge Street; 2190 Yonge Street; 90 Harbour Street; 77 Bloor Street West; 81 Resources Road; 135 St. Clair Ave. West.

The Safety Services Section (965-6517) provides occupational **safety** services and advice upon request to Ontario Government Ministries. The services include instruction in many aspects of safety. Building inspections are conducted in government owned and leased premises and the section develops **fire** safety plans for the evacuation of government workers from these buildings in cooperation with building occupants.

#### EMPLOYEE BENEFITS AND DATA SERVICES BRANCH

MGS 9

25 Grosvenor St., 14th Flr.  
Toronto M7A 1R1

The Employee Benefits Section (965-6861) administers **benefit plans** for employees of the **Ontario Public Service (OPS)** in accordance with the **Public Service Superannuation Act**, the **Superannuation Adjustment Benefits Act** and various insurance contracts. Informs current and retired OPS employees and dependent survivors of the benefits available. The branch is not concerned with family benefits programs, federal or private sector pensions, nor OPS separation benefits.

The Employee Data Services Section (965-6541) operates and maintains the **Integrated Payroll, Personnel and Employee Benefits System (IPPEBS)** and the **Central Attendance Recording System (CARS)** for employees of the **Ontario Public Service**. Central agencies and all ministries receive a variety of services from the systems including: **pay** lists, cheques, work history data, ministry organization structures, status changes of employees, **pension** contribution data, life **insurance**, **Ontario Health Insurance Plan (OHIP)** information, T-4 income **tax** forms, salary structures and various **statistical** analyses. Inquiries should be directed to Personnel or Payroll branches of the ministry concerned or to client liaison officers within the Employee Benefits and Data Services Branch.

#### HUMAN RESOURCE PLANNING AND DEVELOPMENT SECTION

MGS 10

77 Wellesley St. W., 8th Flr., Ferguson Block  
Queen's Park, Toronto M7A 1N3  
416-965-7908

The Human Resource Planning and Development Section develops supportive services to facilitate human resource planning and development activities within the Ministry. Responsibilities include: developing and coordinating the human resource planning cycle and integration with the overall planning activities; developing and managing a coordinated program for development; providing advisory services to management and employees on planning and development; coordinating the performance management system; developing and maintaining an up-to-date inventory of human resource needs, capabilities and development needs and plans.

## PERSONNEL SERVICES BRANCH

MGS 11

77 Wellesley St. W., 8th Flr., Ferguson Block  
Queen's Park, Toronto M7A 1N3  
416-965-7011

Personnel Services Branch provides personnel services and advice to employees and managers within the Ministry of Government Services. The branch is responsible for the establishment of appropriate classification and compensation levels for all ministry employees, staff recruitment, employee health, personnel training for managers, employee counselling, benefits administration, the investigation of employees' grievances, and all matters affecting employee working conditions. The branch maintains the Ministry's personnel and employee benefit records. It also provides liaison between the Ministry and the Civil Service Commission, as well as the Ontario Public Service Employees' Union (OPSEU), while ensuring that personnel policies and standards outlined by the Commission and the Collective Agreement, are effectively administered for all employees.

## AFFIRMATIVE ACTION PROGRAM

MGS 12

77 Wellesley St. W., 8th Flr., Ferguson Block  
Queen's Park, Toronto M7A 1N3  
416-965-9775

The **Affirmative Action Program** Manager plans, develops and coordinates the Affirmative Action Program to improve the status of Ontario government female employees with the ultimate aim of ensuring equal opportunity for women.

## ASSISTANT DEPUTY MINISTER - ACCOMMODATION

## CONTRACT MANAGEMENT BRANCH

MGS 13

77 Wellesley St. W., 11th Flr., Ferguson Block  
Queen's Park, Toronto M7A 1N3  
416-965-0114

The Contract Management Branch supplies contractual, **construction** and financial control on capital projects dealing with the provision of **buildings, accommodation** and other facilities for government ministries and agencies.

The branch monitors contract documents for capital construction projects, receives tenders and accordingly awards contracts. Supervises construction and inspects work to ensure that schedules are met and construction is in accordance with the contract documents (965-6674). The group is responsible for certifying payments on a progressive basis and for monitoring cash flow. It also arranges and supervises occupancy by the client ministry. Resolves disputes arising from contractual or technical sources and administers claims under the lien acts.

The branch's Payment Section processes applications for payment on all Ministry construction projects (965-6738). It is responsible for sales tax adjustments and for ensuring that all payments are in accordance with the contract documents.

The branch provides services to this Ministry's Property Management Division in evaluating and recommending construction tenders, resolving disputes and settling claims.

Maintains liaison with construction and consulting associations. Implements new procedures for tendering and operation of construction projects as necessary.



## PROPERTY DEVELOPMENT DIVISION

### PROGRAM MANAGEMENT BRANCH

MGS 14

77 Wellesley St. W., 13th Flr., Ferguson Block  
Queen's Park, Toronto M7A 1N3  
416-965-2172

The branch is responsible for the management of all **accommodation** projects of the Ontario government. Ensures that all projects are completed on schedule, within budget, and to the satisfaction of client ministries. Coordinates accommodation projects related to capital accommodation, **land** acquisition for capital projects, leasing, lease-purchase, replacement, refurbishment and accommodation alterations. Provides liaison for the Ministry of Government Services with all ministries and government agencies for all accommodation needs.

### DESIGN SERVICES BRANCH

MGS 15

77 Wellesley St. W., 11th Flr., Ferguson Block  
Queen's Park, Toronto M7A 2G3  
416-965-2108

Provides advisory and design services for Ontario Government lease-purchase, capital and **accommodation** alteration projects, including the preparation of all documents. Part of the interior design consulting function (965-6723) is commissioning works of **art** in government buildings. Provides professional technical assistance to other ministries on barrier free design, **energy** conservation design, and problems pertaining to construction, alterations, maintenance and operation of **buildings** and institutions.

### PLANNING BRANCH

MGS 16

77 Wellesley St. W., 13th Flr., Ferguson Block  
Queen's Park, Toronto M7A 1N3  
416-965-3800

The primary activities of Planning Branch are: to optimize the provincial government's real estate portfolio including both land and buildings for which Government Services is responsible through the development and application of strategic planning methods; to provide corporate leadership in the development of policies related to government accommodation; to allocate space within all provincial government buildings, both owned and leased.

The branch staff provide planning expertise related to **accommodation** in a consulting role to all parts of Government Services as well as to all provincial ministries and their agencies upon request.

### LEASING SERVICES SECTION

MGS 17

77 Wellesley St. W., 5th Flr., Ferguson Block  
Queen's Park, Toronto M7A 1N3  
416-965-4777

The Leasing Services Section arranges for the appraisal, negotiation, acquisition and payment of rental and adjustment claims for leased **real estate accommodation** from the private sector and municipalities.

The Rental Adjustment and Advisory Unit reviews, audits and arranges for the payment of claims (tax and operating) submitted for **accommodation (real estate)** leased from the

private sector. The section serves most agencies and ministries of the Ontario Government.

#### REALTY SERVICES BRANCH

MGS 18

##### LAND TRANSFER SECTION

77 Wellesley St. W., 5th Flr., Ferguson Block  
Queen's Park, Toronto M7A 1N3  
416-965-7952

This section handles appraisal (965-9217), negotiation (965-4770), **expropriation** (965-2070) and **surveys** (965-6748), as required, for the acquisition and sale of interests in **real estate**. The section serves most agencies and ministries of the Ontario Government.

#### REALTY SERVICES BRANCH

MGS 19

##### PROPERTY ADMINISTRATION SECTION

77 Wellesley St. W., 5th Flr., Ferguson Block  
Queen's Park, Toronto M7A 1N3  
416-965-2040

The Property Administration Section handles interim management of government **accommodation** including the leasing of temporarily vacant **real estate**. It also assists **employees** of the **Ontario Public Service** transferred to other locations in Ontario in selling their homes under the **Home Owner Employee Relocation Plan** (965-3444). The section serves most agencies and ministries of the Ontario Government.

#### PROPERTY MANAGEMENT DIVISION

##### PROPERTY MANAGEMENT DIVISION

MGS 20

77 Wellesley St. W., 13th Flr., Ferguson Block  
Queen's Park, Toronto M7A 1N3  
416-963-1555

The Property Management Division represents the Ministry throughout the Province through regional and district offices which provide operational maintenance, repair, alterations and construction services to Ontario government-owned **buildings** and information on other ministry services.

The Ministry ensures the division's responsiveness to client ministries' accommodation needs by placing responsibility in the regions - Southern, Metro Toronto and Northern - which oversee the operations of 11 district offices and area offices (listed below).

The Divisional Office in Queen's Park is responsible for policies and procedures, program development, **energy** management within Ontario Government buildings, **heritage** properties, and operational consulting services.

The Southern Region (Branch) is responsible for five district offices. The Metro Toronto Region (Branch) handles three district offices, in addition to providing housekeeping, maintenance and support services to the Lieutenant Governor and the offices of the Premier, the Speaker and Members of Provincial Parliament in the Legislative Building. The Northern Region (Branch) has three district and three area offices reporting to it.

Regional and district office staff guide and counsel other ministries, contractors and services suppliers, developing a closer communications link between them and the program specialists in Queen's Park.



The regional staff are also responsible for the operation, maintenance and repair of building structures, heating, ventilating, air-conditioning and electrical systems; the provision of cleaning, **security**, grounds maintenance (**horticultural** service); and common administrative services in consolidated government office buildings within their geographic area. In addition, the regional offices are responsible for the **tendering** and supervision of construction of minor capital projects, as well as alterations and improvements for both leased and government-owned buildings.

Regional staff respond to **emergency** situations requiring the protection of Ministry staff, the public and government-owned buildings.

*Metro Toronto Regional Office*  
77 Wellesley St. W., 9th Flr., Ferguson  
Block  
**Queen's Park, Toronto M7A 1P8**  
416-965-0702

*Queen's Park District Office*  
32/34 Grenville St.  
**Toronto M7A 1N7**  
416-965-6811

*East Metro District Office*  
178 Queen's Quay E.  
**Toronto M5A 1B4**  
416-965-6034

*West Toronto District Office*  
171 Judson St.  
**Toronto M8Z 1A4**  
416-255-2381

*Southern Regional Office*  
90 Dundas St. W.  
**Mississauga L5B 3A1**  
416-848-3990

*Guelph District Office*  
400 Elizabeth St.  
**Guelph N1H 2Y1**  
519-822-1150

*Kemptville District Office*  
Concession Road  
P.O. Bag 2008—  
**Kemptville K0G 1J0**  
613-258-3411

*Kingston District Office*  
1055 Princess St.  
P.O. Bag 8000  
**Kingston K7L 5A8**  
613-547-2255

*London District Office*  
900 Highbury Avenue  
P.O. Box 5452  
**London N6A 4L6**  
519-453-3550

*Orillia District Office*  
24 James St. E.  
P.O. Box 790  
**Orillia L3V 6K7**  
705-325-7403

*Northern Regional Office*  
199 Larch St.  
P.O. Box 2635, Station A  
**Sudbury P3E 5P9**  
705-675-4176

*North Bay District Office*  
1353 Gorman St.  
**North Bay P1B 2Y3**  
705-476-2260

*Sudbury District Office*  
Highway 69 S.  
McFarlane Lake  
P.O. Box 2520  
Postal Station A  
**Sudbury P3A 4S9**  
705-675-4361

*Thunder Bay District Office*

500 Algoma St. N.  
P.O. Box 3020  
**Thunder Bay P7B 5G5**  
807-475-1285

*Kenora Area Office*

720 Robertson St.  
P.O. Box 516  
**Kenora P9N 3X5**  
807-468-8918

*Sault Ste. Marie Area Office*

445 Albert St. E.  
**Sault Ste. Marie P6A 2J9**  
705-949-4515

*Timmins Area Office*

Hollinger Lane  
P.O. Box 520  
**Schumacher P0N 1G0**  
705-264-2234

**ASSISTANT DEPUTY MINISTER - SERVICES**  
**CORPORATE SERVICES DIVISION**

**CORPORATE SERVICES DIVISION**

**MGS 21**

The Corporate Services Division provides a variety of support services to ministries and agencies of the Government and the public by promoting access to government information, coordinating government purchasing activities and delivering certain central common services.

**ACTUARIAL SERVICES**

**MGS 22**

25 Grosvenor St., 1st Flr.  
Toronto M4Y 1A9  
416-965-7877

Provides an advisory service to ministries and agencies of the Ontario government on design and costing of **pension** and **insurance** benefits for **employees** of the **Ontario Public Service**. The branch provides all actuarial services for the **Public Service Superannuation Fund (PSSF)** and the **Superannuation Adjustment Fund (SAF)** including annual valuation of these funds.

**PLANNING AND MARKETING SECTION**

**MGS 23**

77 Wellesley St. W., 6th Flr., Ferguson Block  
Toronto M7A 1N3  
416-965-1268

This unit provides comprehensive planning, marketing and client services coordinative functions for the Corporate Services Division in the provision and delivery of central common services to client ministries and the public.

**INFORMATION SERVICES BRANCH**

**MGS 24**

77 Wellesley St. W., 6th Flr., Ferguson Block  
Toronto M7A 1N3

The Information Services Branch comprises those services essential to the provision of information and related services to client ministries and the public. It includes: Government Mail Service (which handles regular mail, mass mail and courier and messenger services); Queen's Park Switchboard; Citizens' Inquiry Bureau (including the Ministry reading room); Directories and Databases (which publishes government directories such as the Government of Ontario Telephone Directory and the KWIC Index); the Translation Bureau; the Ontario Government Bookstore (which markets and distributes Ontario



government publications); records management and standard forms. The branch is also responsible for developing user applications in the area of computerized retrieval of government information such as legislation (e.g., using **Videotex** technology) and the Telephone-based Employee and Program Access System (TELEPAC).

The organizational structure of the branch was not yet final at the time of printing this edition. However, the services that are already in place are described individually in the entries that follow.

#### INFORMATION SERVICES BRANCH TELEPHONE SWITCHBOARDS

MGS 25

The Information Services Branch will be responsible for managing the services provided by the Ontario government's consolidated **telephone switchboard** in Queen's Park, Toronto (416-965-1211). Also assists switchboards in Thunder Bay (807-475-1285), London (519-679-7000), Ottawa (613-566-2721), and Sudbury (705-675-4574) to provide information to the public.

#### INFORMATION SERVICES BRANCH DIRECTORIES AND DATABASES

MGS 26

77 Wellesley St. W., 6th Flr., Ferguson Block  
Queen's Park, Toronto M7A 1N3  
416-965-7135

Directories and Databases is responsible for the development and availability of directories in various formats and computerized databases of textual intra-governmental information.

Online access to computerized information, via terminals, is available through this unit. The Telephone-based Employee and Program Access system (TELEPAC) became operational in June, 1983 and is operated and can be accessed through this service. Other databases (e.g., KWOF, the combination of KWIC and regional office information) can also be accessed by contacting Directories and Databases.

#### INFORMATION SERVICES BRANCH STANDARD FORMS

MGS 27

77 Wellesley St. W., 8th Flr., Ferguson Block  
Queen's Park, Toronto M7A 1N3  
416-965-3004

Services provided by this program involve coordination of standardization, design and procurement of commonly used forms by all ministries and agencies of the Ontario Government.

#### INFORMATION SERVICES BRANCH GOVERNMENT MAIL SERVICE

MGS 28

Macdonald Block, 900 Bay St., 2nd Basement  
Queen's Park, Toronto M7A 1N3  
416-965-6902

Government Mail Service is responsible for **regular mail service**, providing pick-up and distribution of incoming and outgoing mail to and from the Canada Post Corporation, as well as inter-ministry mail in Metro Toronto. Also coordinates the **emergency mail service** during postal disruptions. This group provides an Electronic Mail Service as well

as a **mass mailing service** on a charge back basis, which includes addressing, labelling, folding and inserting mail.

**INFORMATION SERVICES BRANCH  
RECORDS CENTRE SERVICES**

MGS 29

3215 Erindale Station Rd.  
Mississauga L5C 1Y5  
416-279-5493

The **Records Centre** acts as a custodian and provides secure storage and retrieval services to all ministries and agencies for inactive records, hard copy as well as computer tape and microfilm. It maintains liaison with the Archives of Ontario to ensure the safeguarding of records with long term research significance.

**INFORMATION SERVICES BRANCH  
PUBLICATIONS SERVICE**

MGS 30

880 Bay St.  
Toronto M7A 1N8  
Mail Order: 416-965-6015 or  
Toll-free 1-800-268-7540  
In Area Code 807, ask  
Operator for Zenith 67200

Publications Service is responsible for Ontario government **publications** inventory control and distribution to the public, other ministries and to public libraries through a province-wide library depository system. Publications, including **Hansard**, **Ontario Gazette**, **legislation** (bills and regulations) can be obtained by personal shopping at the bookstores listed below or by mail order from the Publications Services Section, 880 Bay St., 5th Flr., Toronto M7A 1N8. For inquiries regarding personal shopping in Metro Toronto, call the **Ontario Government Bookstore** at 965-2054. For mail order inquiries in Toronto, call 965-6015; from other communities call toll-free 1-800-268-7540; in area code 807 ask operator for Zenith 67200. Cheques should be made payable to the Treasurer of Ontario. Visa and Mastercard accepted.

**PERSONAL SHOPPING**

*Ontario Government Bookstore*  
880 Bay St.  
**Toronto M7A 1N8**  
416-965-2054

*Renouf Publishing Company*  
61 Sparks St.  
**Ottawa K1P 5R1**

*Windsor Public Library Bookstore*  
850 Ouellette Ave.  
**Windsor N9A 4M9**

**INFORMATION SERVICES BRANCH  
CITIZENS' INQUIRY BUREAU**

MGS 31

Rm. M1-51, Macdonald Block  
Queen's Park, Toronto M7A 1N3  
416-965-3535

The Citizens' Inquiry Bureau is an **information service** which provides referral to all government programs and services. The Bureau serves the public directly and those who deal with the public such as government offices, Members of Provincial Parliament, community information centres, libraries and community and private organizations. Oper-



ates a teletype service for the **deaf** (TTY), which enables the deaf to have questions answered about provincial services from anywhere in Ontario. The TTY service may be reached by calling 965-5130 in Toronto or by dialing 1-800-268-7095 if long distance. The Bureau operates the Ministry **reading room** to provide public access to all Ministry of Government Services publications, statutes, regulations and most manuals and internal procedures.

#### INFORMATION SERVICES BRANCH

MGS 32

##### TRANSLATION BUREAU

77 Wellesley St. W., 6th Flr., Ferguson Block  
Toronto M7A 1N3  
416-965-2891

The Translation Bureau provides **translation** services for government ministries, designated agencies and the Legislature on a charge-back basis and provides a free service for landed **immigrants** who need official **documents** translated into English in order to find work or pursue their education and training in Ontario. The **French** and English Language Service Sections (965-2891) are located at the above address. The **Multilingual** Service Section (965-1458) for all languages other than French, including the free translation service to the public as described above, is located at the Ontario Welcome House, 454 University Ave., Toronto.

#### PURCHASING SERVICES BRANCH

MGS 33

77 Wellesley St. W., 6th Flr., Ferguson Block  
Toronto M7A 1N3  
416-965-6937

Purchasing Services Branch provides a government-wide printing, consolidated purchasing and supply service and consists of four sections described individually in the entries that follow.

#### PURCHASING SERVICES BRANCH

MGS 34

##### COLLECTIVE PURCHASING SECTION

77 Wellesley St. W., 6th Flr., Ferguson Block  
Toronto M7A 1N3  
416-965-4751

Purchasing Services Branch, Collective Purchasing Section establishes government-wide standing agreements and standing offers for the **purchase** of commonly used commodities and services by various ministries and agencies. It develops supplier lists, maintains a collection of vendors' catalogues, and operates the **Public Tenders Office** (965-1152) to receive **tenders** for government supply contracts.

#### PURCHASING SERVICES BRANCH

MGS 35

##### GOVERNMENT STATIONERY SERVICE

3B-9 Macdonald Block  
Queen's Park, Toronto M7A 2G4  
416-965-7072

Purchasing Services Branch, Government Stationery Service operates a retail outlet by **purchasing** common **stationery**, office supplies and souvenir products, and supplying them on a charge back basis to government offices throughout the province.

PURCHASING SERVICES BRANCH  
PRINTING SERVICES

MGS 36

77 Wellesley St. W., 6th Flr., Ferguson Block  
Queen's Park, Toronto M7A 1N3  
416-965-3004

Purchasing Services Branch, Printing Services **purchases printing services** from the private sector as required by the ministries and agencies. Handles contracting for all legislative printing including **legislation (bills and regulations)** and the **Ontario Gazette**. Provides a **graphic** design service to all ministries.

PURCHASING SERVICES BRANCH  
ASSETS DISPOSAL SERVICE

MGS 37

185 Judson St.  
Mimico M8Z 1A5  
416-259-7809

The **Assets Disposal** Service receives, warehouses and arranges for the re-use or disposal of **surplus furniture, equipment and materials**.

GENERAL SERVICES BRANCH

MGS 38

25 Grosvenor St., 16th Flr.  
Toronto M7A 1R2  
416-965-2905

The General Services Branch provides Ontario government ministries with operational support services such as government payments, insurance and risk management, vehicle repair and trucking, collection services, **food** services. Food services involve the **tendering** and administration of **catering** contracts for cafeterias and vending machine operations in provincial court houses and office buildings occupied by government ministries. In addition, the Official Documents Section is part of this branch. The services are described individually in the entries that follow.

GENERAL SERVICES BRANCH  
GOVERNMENT PAYMENTS SECTION

MGS 39

25 Grosvenor St., 15th & 16th Flrs.  
Toronto M7A 1R2  
416-965-2905

The Government Payments Section is responsible for the production of cheques for the Ontario government from the **Consolidated Revenue Fund** or for most major cheque issuing programs developed by Ontario government ministries. Reconciles the Consolidated Revenue and most major cheque issuing bank accounts. All cheque writing and issuing is done only upon authorized request of each ministry. For specific inquiries, contact ministry concerned. The section is also responsible for coordinating collection of Ontario Public Service employee **debts**.



GENERAL SERVICES BRANCH  
CENTRAL COLLECTION SERVICE  
880 Bay St., 5th Flr.  
Toronto M7A 1N8  
416-965-5195

MGS 40

Central Collection Service provides collection service for **debts** owing to the government.

GENERAL SERVICES BRANCH  
INSURANCE AND RISK MANAGEMENT SECTION  
25 Grosvenor St., 1st Flr.  
Toronto M7A 1N3  
416-965-6254

MGS 41

Insurance and Risk Management **purchases insurance** for the government and advises all Ontario ministries and special purpose bodies on insurance coverage, excluding employee benefits. For information on Ontario government employee benefits, call Employee Benefits and Data Services Branch, 965-6861 (see entry MGS 9).

GENERAL SERVICES BRANCH  
VEHICLE REPAIR AND TRUCKING SECTION  
185 Judson St.  
Mimico M8A 1A5  
416-252-3334

MGS 42

The Vehicle Repair and Trucking Section provides, on a charge-back basis, maintenance, repair and conversion (i.e., conversion of new motor vehicles to suit a ministry's specific needs such as for ambulances) of government **motor vehicles** (251-2058) in addition to a province wide **trucking** service.

GENERAL SERVICES BRANCH  
OFFICIAL DOCUMENTS SECTION  
900 Bay St., 3rd Flr., Hearst Block  
Queen's Park, Toronto M7A 1N3  
416-965-5741

MGS 43

The Official Documents Section prepares, records, searches, and makes **microfilms** and copies of Ontario official **documents**, e.g., **land** patents. For details about land patents such as name of original patentee, date and description of property, contact the Ministry of Natural Resources Land Management Branch, Titles Section (965-1319). **Certifies** notarized documents and **affidavits** that are sent abroad by the public for various purposes. **Scrolls Office** (965-5733) prepares congratulatory **scrolls** for Ontario citizens, on request, to acknowledge 90th and succeeding birthdays, 50th and succeeding wedding anniversaries, or other significant accomplishments of individuals, municipalities and other organizations.

## COMPUTER AND TELECOMMUNICATION SERVICES DIVISION

### COMPUTER AND TELECOMMUNICATION SERVICES DIVISION

MGS 44

77 Wellesley St. W., 7th & 8th Flrs., Ferguson Block  
Toronto M7A 1N3  
416-965-4262

The Computer and Telecommunication Services Division will play a major role in the overall development of electronic information systems throughout the government.

The division provides the Ontario government with comprehensive **telecommunications** and **computer services** through four branches.

The **Computer Services Branch** provides a broad range of computer processing services such as time sharing, batch processing, database and related support services. There are three Computing Centres in Metro Toronto: **Queen's Park Computing Centre** (965-8742), **Leaside Data Centre** (965-8273) and **Downsview Computing Centre** (248-3943).

The **Marketing Services Branch** (965-5352) provides product planning, development and testing, and is a technical resource to the division. It is also responsible for client services and support.

**Telecommunications services**, provided through the **Telecommunication Services Branch** (965-0175) include **radio** (non-broadcast), **telephone**, video, data communications and teleconferencing.

The **Technical Services Branch** provides support services in systems planning and development, system security and technology. It also supports the host software that controls the operations of the Division.

## AGENCIES

For some background information on ministerial agencies, boards and commissions, see the first entry under Royal Commissions, Special Purpose Bodies and Others (COMM 1).

### PUBLIC SERVICE SUPERANNUATION BOARD

MGS 45

25 Grosvenor St., 13th Flr.  
Toronto M7A 1N3  
416-965-1709

The Public Service Superannuation Board recommends payments of **annuities**, **pensions** and **disability** benefits to **employees** of the **Ontario Public Service** and rules on applications in respect of past service credits and pension credit transfers under the **Public Service Superannuation Act**. The Board also hears **appeals** from contributors, pensioners or dependents against administrative decisions made by the **Employee Benefits and Data Services Branch**.

## ACTS

### ACTS

MGS 46

The following is a list of Acts administered by the Ministry of Government Services. For



information on which branches administer the Acts, see the Key Word Index or contact this Ministry's legal service branch or information/communications branch.

County of Middlesex Act, 1979

Flag Act

Floral Emblem Act

Ministry of Government Services Act, R.S.O. 1980 and Amendments

Official Notices Publication Act

Public Service Superannuation Act

## MINISTRY OF HEALTH

Hepburn Block, 80 Grosvenor St.

Queen's Park, Toronto M7A 1R3

The Ministry of Health originally was the Provincial Board of Health of Ontario created by the Public Health Act of 1882 as the first permanent health care administrative body in the Province. The Board remained part of the Department of the Provincial Secretary until 1919 when it was transferred to the Department of Labour under the Minister of Health and Labour. The Provincial Board became the Department of Health in 1925. In 1930 the first Minister of Health was appointed and the Department of Hospitals was established under the new Minister's direction. (Hospitals, sanatoria and mental institutions previously reported to the Provincial Secretary.) In 1934 the Department of Hospitals was merged, as a division, under the Department of Health. Insured hospital services were introduced in 1959 and insured physicians' services in 1966; the two were combined under the Ontario Health Insurance Plan (OHIP) in 1972. The Department of Health's name was changed to Ministry of Health in 1971.

The Ministry is responsible for ensuring the good health of the Ontario public by administering such programs as health insurance, care for the mentally ill, extended health care, home care services, the regulation of hospitals and nursing homes, and drug benefit. The Ministry operates psychiatric hospitals and medical laboratories and coordinates ambulance services.

### DEPUTY MINISTER'S OFFICE

#### HEALTH PROMOTION AND INFORMATION BRANCH

HEALTH 1

Hepburn Block, 9th Flr.

Queen's Park, Toronto M7A 1S2

416-965-3101

Provides information services, **health education** materials and health education programs for the Ministry of Health. The branch informs the public, client groups and the media about the Ministry's activities. It establishes communications policy for the Ministry and advises its branches on communications problems. The branch provides communications support to the Minister and the Deputy Minister. Its activities include media liaison, answering public inquiries, and producing and distributing publications, news releases and audio-visual materials.

The Health Education Promotion Unit (965-5811) develops strategies and methods for the Ministry in the area of **health education** and health promotion. The unit develops proposals and recommendations to promote the best individual and collective levels of health possible. The unit also maintains contact with other organizations involved in health promotion, such as those within various levels of government, district health councils, local official health agencies, and professional and voluntary health organizations, to avoid duplication and to reinforce any deserving efforts undertaken in the field.

#### LEGAL BRANCH

HEALTH 2

Hepburn Block, 10th Flr.

Queen's Park, Toronto M7A 1S3

416-965-2477

Legal Branch counsels the Ministry on legal matters, including the interpretation of stat-



utes and regulations and the preparation and review of proposed legislation, regulations and other legal documents. It supplies the Ministry with general legal services such as preparing litigation, the settlement of claims, appearing before tribunals, etc.. The Legal Branch is seconded to the Ministry by the Ministry of the Attorney General.

## POLICY ANALYSIS AND RESEARCH BRANCH

HEALTH 3

Hepburn Block, 8th Flr.

Queen's Park, Toronto M7A 1R3

416-965-6246

The function of this branch is to promote and provide support for corporate planning and to support policy development at the corporate level. This includes analyzing the **health** care system and its environment from a long-term perspective; developing and implementing health research strategy for the Province; establishing policy regarding health professional manpower and research **manpower**. The branch also manages the health **research grants** program, including the **Provincial Lottery grants**, directs the **Clinical Education** program, and provides liaison between the Ministry and the **Ontario Council of Health**.

## ASSISTANT DEPUTY MINISTER

### COMMUNITY LIAISON AND CORPORATE RESOURCES

#### AFFIRMATIVE ACTION PROGRAM

HEALTH 4

7 Overlea Blvd., 6th Flr.

Toronto M4H 1A8

416-963-0207

The Affirmative Action Program Manager plans, develops and coordinates the **Affirmative Action Program** in the Ministry of Health to improve the status of its female employees, with the ultimate goal of ensuring equal opportunity for women in the Ontario government.

#### DISTRICT HEALTH COUNCIL PROGRAM

HEALTH 5

15 Overlea Blvd., 6th Flr.

Toronto M4H 1A9

416-963-0614

District Health Council Program coordinators develop and promote **District Health Councils** which serve as local **health** planning bodies, coordinating and consolidating health services and planning new programs for their areas. **Volunteers** representing a cross-section of the Ontario population are nominated to the councils at the local level and recommended for appointment by the Minister of Health. The six Area Planning Coordinators act as major Ministry contacts for health planning and coordination of Ministry plans and operations on an area basis. The following is a list of **District Health Councils**, organized by area and by county within each area:

#### CENTRAL EAST AREA

*Durham Region District*

40 King St. W., Ste. 300

**Oshawa L1H 1A4**

416-433-4262

*Haliburton, Kawartha*

*& Pine Ridge District*

P.O. Box 544

**Peterborough K9J 6Z6**

705-748-2992

*Metropolitan Toronto District*  
1246 Yonge St., 3rd Flr.  
**Toronto M4T 1W5**  
416-922-8820

*Peel District*  
10 Peel Centre Dr., 1st Flr.  
**Brampton L6T 4B9**  
416-791-7906

#### CENTRAL WEST AREA

*Brant District*  
32 Clarence St., Ste. 202  
**Brantford N3T 2V5**  
519-756-1330

*Halton District*  
2324 Trafalgar Rd. Box 1086  
**Oakville L6J 5E9**  
416-842-2120

*Hamilton/Wentworth District*  
Patterson Bldg.  
Sanatorium Rd., 2nd Flr.  
Main Post Office, Box 2085  
**Hamilton L8N 3R5**  
416-389-1321

*Niagara District*  
1440 Pelham St. S., Box 1059  
**Fonthill L0S 1E0**  
416-892-5771

*Waterloo Region District*  
75 King St. S., Ste. 218  
Waterloo Square  
**Waterloo N2J 1P2**  
519-884-6390

*Wellington/Dufferin District*  
317 Speedvale St. E.  
**Guelph N1E 1N3**  
519-836-7440

#### EASTERN AREA

*Lanark, Leeds & Grenville District*  
1 Abel St., Box 487  
**Smiths Falls K7A 4T4**  
613-283-6980

*Ottawa-Carleton Regional District*  
1355 Bank St., Ste. 304  
**Ottawa K1H 8K7**  
613-523-6000

*Seaway Valley District*  
52 Main St. S., P.O. Box 1540  
**Alexandria K0C 1A0**  
613-525-4106

#### NORTH EAST AREA

*Algoma District*  
123 March St., Ste. 405  
**Sault Ste. Marie P6A 2Z5**  
705-942-0200

*Cochrane District*  
Pine St. S., Ste. 310  
**Timmins P4N 2K3**  
705-264-9539

*Manitoulin-Sudbury District*  
142 Durham St. S.  
**Sudbury P3E 3M7**  
705-675-5654

#### NORTH WEST AREA

*Kenora-Rainy River District*  
101 Main St. S.  
**Kenora P9N 1T1**  
807-468-5683

*Thunder Bay District*  
516 Victoria Ave., Ste. 1  
**Thunder Bay P7C 1A7**  
807-623-6131



**SOUTH WEST AREA***Essex County District*

76 University Ave. W., Ste. 207

**Windsor N9A 5N7**

519-256-4568

*Grey-Bruce District*

945 3rd Ave. E., Ste. 5

**Owen Sound N4K 2K8**

519-376-6691

*Kent County District*

75 Thames St.

**Chatham N7L 1S4**

519-351-1162

*Lambton District*

805 Christina St. N., Rm. 203

**Sarnia N7V 1X6**

519-337-5485

*Thames Valley District*

310 Wellington Rd. S.

**London N6C 4P4**

519-679-9140

**FRENCH LANGUAGE HEALTH SERVICES****HEALTH 6**

Hepburn Block, 10th Flr.

Queen's Park, Toronto M7A 1R3

416-965-5519

Coordinates the provision of French language services in the Ministry of Health, including the provision of such services to the Franco-Ontarian public.

**SERVICES EN FRANCAIS**

Le coordonnateur des services en français de ce ministère est responsable de la mise en oeuvre de la politique du gouvernement en matière de services en langue française (services aux Franco-Ontariens en langue française).

**HUMAN RESOURCES BRANCH****HEALTH 7**

Hepburn Block, 11th Flr.

Queen's Park, Toronto M7A 1R3

416-965-5077

Human Resources Branch works mainly in an advisory capacity with line managers who have primary responsibility for personnel matters within their units. The branch is responsible for the establishment of ministry personnel policies and procedures, the determination of appropriate classification and compensation levels for all ministry employees, staff recruitment, employee counselling and the investigation of employee grievances. The branch coordinates the Ministry's **youth employment** program and maintains the Ministry's personnel and employee benefit records. It provides liaison between the Ministry and the Civil Service Commission and the Ontario Public Service Employees Union (OPSEU). The branch coordinates ministry programs in management manpower planning and development, attendance improvement, customer service and regulatory reform in efforts to improve service to the public and client groups; it is also a staff development resource to the health sector. The branch is regionalized to provide personnel services to all offices of the Ministry in their geographic regions. Regional offices are listed below.

P.O. Box 1050

**Brockville K6V 5W7**

613-345-1461

100 West 5th St.

**Hamilton L9C 3N6**

416-388-2511

752 King St. W.  
**Kingston K7L 4X3**  
613-546-1101

Box 48 (OHIP)  
49 Place d'Armes  
**Kingston K7L 5J3**  
613-548-6271

850 Highbury Ave.  
**London N6A 4H1**  
519-455-5110

Box 3010  
**North Bay P1B 8L1**  
705-474-1200

Church St.  
**Penetanguishene L0K 1P0**  
705-549-7431

Box 2004  
**St. Thomas N5P 3V9**  
519-631-8510

580 Algoma St. N.  
Box 2930  
**Thunder Bay P7B 5G4**  
807-344-3571

Queen's Park Unit  
11th Flr., Hepburn Block  
**Toronto M7A 1S5**  
416-965-5041

Overlea Unit 'A'  
3rd Flr., 7 Overlea Blvd.  
**Toronto M4H 1A8**  
416-965-2025

Overlea Unit 'B'  
3rd Flr., 7 Overlea Blvd.  
**Toronto M4H 1A8**  
416-965-2025

Islington Satellite Unit  
Resources Rd.  
**Toronto M5W 1R5**  
416-248-3018

1001 Queen St. W.  
**Toronto M6J 1H4**  
416-535-8501

Box 613  
**Whitby L1N 5S9**  
416-668-5881

## **DRUG PROGRAMS AND POLICY GROUP**

### **DRUGS AND THERAPEUTICS ADVISORY SERVICE**

**HEALTH 8**

15 Overlea Blvd., 5th Flr.  
**Toronto M4H 1A9**  
416-963-2175

The service is responsible for quality assessment of Ontario's **Drug Benefit** and **PARCOST** (Prescriptions At A Reasonable Cost) programs. Recommends listing of drugs in the **Drug Benefit Formulary** and **PARCOST Comparative Drug Index** after assessment for safety, quality and therapeutic value. Drugs listed in this publication also serve as the list of benefits for Ontario Drug Benefit. Advises the Ministry of Health, Ontario government and institutions, professional groups, **pharmaceutical** industry and the general public on matters which relate to pharmaceuticals, pharmacology, therapeutics, and the practice of **pharmacy**. Sets standards of quality for pharmaceuticals in nursing homes, homes for the aged, hospitals and government institutions.



## ONTARIO DRUG BENEFIT PLAN PHARMACEUTICAL SERVICES

HEALTH 9

P.O. Box 68  
Kingston K7L 5K1  
613-548-6572  
416-965-9451 (Toronto area callers)

The Pharmaceutical Services Section of the Drug Programs and Policy Group is responsible for the program delivery of Ontario's **Drug Benefit Plan**. Publishes and distributes the **Ontario Drug Benefit Formulary** and PARCOST Comparative Drug Index, a prescribing guide for doctors and a dispensing aid for pharmacists. When prescribed by an Ontario doctor or dentist and dispensed in Ontario, **drugs** in the Formulary are available free to Drug Benefit recipients. Processes claims and monitors billings from all Drug Benefit providers and authorizes all services under the plan. Acts in an advisory capacity in all matters related to Ontario Drug Benefit; provides liaison in regard to **pharmaceutical services in nursing homes, homes for the aged, hospitals, and government institutions.**

## PARCOST PROGRAM

HEALTH 10

15 Overlea Blvd., 5th Flr.  
Toronto M4H 1A9  
416-963-2175

PARCOST (**Prescriptions At A Reasonable Cost**) Program is administered by Drug Programs and Policy Group. **Pharmacists** who voluntarily participate in PARCOST agree to dispense prescriptions at no more than the cost of the **drugs** listed in the **Drug Benefit Formulary** and PARCOST Comparative Drug Index, plus a professional dispensing fee which is negotiated with the Ontario government. Drugs listed are assessed by the Drugs and Therapeutics Advisory Service for safety, quality and therapeutic value. The Formulary also serves as the list of drugs which are provided as benefits under Ontario Drug Benefit.

## INFORMATION SYSTEMS DIVISION

### DATA DEVELOPMENT AND EVALUATION BRANCH

HEALTH 11

15 Overlea Blvd., 4th Flr.  
Toronto M4H 1A9  
416-965-8163

The branch is responsible to all levels of the **health** care sector engaged in the planning and evaluation process for the identification, interpretation and provision, in an aggregate form, of health and **socio-economic information** and **research** in areas such as health care utilization, health care payment systems, regional distribution of health care services, and health care **statistics** related to **hospitals** and other **medical** and health care institutions.

### MANAGEMENT SYSTEMS BRANCH

HEALTH 12

15 Overlea Blvd., 3rd Flr.  
Toronto M4H 1A9  
416-965-8019

The branch advises the Ministry and related agencies on all aspects of automatic data

processing services. Provides **systems development** and maintenance, consulting, data entry and data control services for the Ministry. Assists in acquiring related services of central agencies in government or obtaining management consulting and systems development services, computer and data entry services and equipment from outside suppliers. Identifies opportunities for systems improvement, and coordinates the definition, development and implementation of an information system utilizing security and confidentiality safeguards. Develops policy to guide the effective use of **computers** and computer applications in **hospitals**. A satellite office has been established to serve Ontario Hospital Insurance Plan (OHIP) in Kingston: Insurance Systems Support Section, Macdonald-Cartier Bldg., 5th Flr., Kingston K7L 3J5, 613-548-6477.

## ASSOCIATE DEPUTY MINISTER INSTITUTIONAL HEALTH SERVICES EMERGENCY HEALTH SERVICES GROUP

### EXECUTIVE COORDINATOR'S OFFICE

HEALTH 13

7 Overlea Blvd., 7th Flr.  
Toronto M4H 1A8  
416-963-2625

The Executive Coordinator's Office provides a focus for planning, development and administration of all **emergency health** related matters. This includes direct program responsibility for land ambulance service, air ambulance service and hospital emergency services.

### AMBULANCE SERVICES BRANCH

HEALTH 14

7 Overlea Blvd., 7th Flr.  
Toronto M4H 1A8  
416-965-8034

Ambulance Services Branch is responsible for issuing **licences** to and inspecting **ambulance** services in Ontario. Determines funding to, and generally monitors, these services. Operates a training program for **volunteer** and part time driver/attendants. Provides Ontario Health Insurance Plan (OHIP) approval and guidance for out-of-province and air ambulance transfers. Coordination of air ambulance transfers is handled through the Sioux Lookout Ambulance Dispatch for Northwestern Ontario and through Oak Ridges Central Ambulance Dispatch for the rest of the Province. Operates the Ontario Ambulance Services Information System. Six regional managers listed below perform decentralized planning and coordinating functions. The branch does not accept requests for emergency ambulance service. If emergency ambulance service is required, consult inside cover of local telephone book or dial '0' for operator and ask for Zenith 90000.

Six Ambulance Services Branch regional offices are located throughout the Province. Staff provide a direct link with Ambulance Services Branch head office in Toronto; coordinate the review and approval of **funds** allocated to each **ambulance** service; provide advice related to **disaster** planning programs and ambulance service training programs; evaluate ambulance vehicle and equipment needs within the region; liaise with all levels of municipal, provincial, and federal governments to ensure appropriate ambulance services; meet with and provide advice to ambulance service operators to ensure that service is provided and that it is consistent with legislated requirements; receive public inquiries on the ambulance system and handle **complaints** from **consumers** pertaining to the quality of service provided. The regional offices are listed below.



*Ontario Government Building*  
119 King St. W., Box 2112  
**Hamilton L8N 3Z9**  
416-521-1551

205 York St., 2nd Flr.  
**London N6A 1B4**  
519-434-3291

12 King Rd., P.O. Box 1028  
**Oak Ridges L0G 1P0**  
416-773-4341/2

62 Bruyere St.  
**Ottawa K1N 5C5**  
613-566-3905

199 Larch St., 6th Flr.  
**Sudbury P3E 5P9**  
705-675-4336

*Lakehead Psychiatric Hospital*  
580 Algoma St. N.  
P.O. Box 2930, Unit 'C'  
**Thunder Bay 'P' P7B 5G4**  
807-345-1672

## EMERGENCY CARE PROGRAMS

HEALTH 15

7 Overlea Blvd., 7th Flr.  
Toronto M4H 1A8  
416-963-2632

Emergency Care Programs is responsible for the further development and planning of the provincial Emergency Health Services system. This involves the review and development of **emergency** health care standards, policies and legislation. This unit organizes hospital **emergency** resources and emergency medical (**ambulance** and paramedic) **manpower**; coordinates emergency responses and **disaster** planning, **federal-provincial** emergency supplies and casualty simulation programs; evaluates **telecommunications** technology applications in the area of health care services and disburses ministry funds in support of **Telehealth** projects.

## INSTITUTIONAL DIVISION

### INSTITUTIONAL OPERATIONS BRANCH

HEALTH 16

15 Overlea Blvd., 7th Flr.  
Toronto M4H 1A9  
416-965-8161

The principal function of the Institutional Operations Branch is to ensure the efficient and equitable distribution of operating funds to **hospitals**, **nursing homes**, adults' and children's outpatient **rehabilitation** centres and foundations such as the **Ontario Cancer Treatment and Research Foundation** and the **Addiction Research Foundation**.

**Nursing homes** are premises operated by persons licensed under the Nursing Homes Act, 1972 for individuals requiring nursing care. Regulations under this Act are enforced by the Nursing Home Inspection Service (7 Overlea Blvd., Toronto M4H 1A8, 963-1038) which issues **licences** to, inspects and investigates **consumer** complaints about, **nursing homes**. Inspection involves quality and quantity of nursing and personal care provided, adequacy of fire and general safety equipment, and sanitation. Approves construction plans for new **nursing homes**. Most nursing home residents are eligible for **Extended Health Care (EHC)** benefits under the Ontario Health Insurance Plan (**OHIP**). For nursing homes inspection, complaints, and list of **nursing homes** in Ontario, contact head office or regional offices listed below. Licences are issued by head office only.

227 Queens Ave., 3rd Flr.  
**London N6A 1J8**  
519-432-1866

7 Overlea Blvd.  
**Toronto M4H 1A8**  
416-963-1041

2427 Holly Lane, 2nd Flr.  
**Ottawa K1V 7P2**  
613-731-7876

**INSTITUTIONAL PLANNING BRANCH**  
15 Overlea Blvd., 7th Flr.  
Toronto M4H 1A9  
416-965-8015

**HEALTH 17**

Reviews and approves plans for construction and renovation of **hospitals**. Administers capital **grants** to approved projects and provides consulting services in development of efficient and economical facilities. Contact Data Development and Evaluation Branch, (HEALTH 11) at 965-8163 for hospital statistics.

The X-ray Inspection Service (7 Overlea Blvd., Toronto M4H 1A8, 963-1035) administers the regulation respecting X-ray safety by registering owners of equipment designed to produce **X-rays** used in the practice of medicine, approving plans for permanent locations and inspecting them. Provisions of this regulation apply only to the healing arts.

**LABORATORY SERVICES BRANCH**  
Box 9000, Terminal 'A'  
Resources Rd., Hwy. 401 & Islington Ave.  
Toronto M5W 1R5  
416-248-3196

**HEALTH 18**

Laboratory Services Branch has **public health laboratories** throughout the Province which perform tests to assist in diagnosis, prevention and treatment of **disease**. Serves doctors, hospitals, health units, and other ministries, and analyzes **drinking water** for the general public. For drinking water specimen mailing kits call local public health laboratory, listed below.

The Laboratory Inspection Section (963-1032) issues **licences** to and inspects **medical laboratories** to ensure development and maintenance of high standards of medical laboratory services and to encourage the most economical use of available resources. Private and **hospital** laboratories are inspected, as necessary, and facts on all aspects of laboratory operations are gathered. The branch also issues licences to specimen collection centres.

*Hamilton Psychiatric Hospital*  
250 Fennell Ave. W., Box 2100  
**Hamilton L8N 3R5**  
416-385-5379

*London Psychiatric Hospital*  
Box 5704, Terminal 'A'  
850 Highbury Ave.  
**London N6A 4L6**  
519-455-9310

Government Bldg.  
181 Barrie St., Box 240  
**Kingston K7L 4V8**  
613-547-2292

750 Memorial Ave.  
Box 600  
**Orillia L3V 6K5**  
705-325-7449



346 Moodie Dr.  
Box 6301, Station 'J'  
**Ottawa K2A 1S8**  
613-828-2442

*Midwestern Regional Children's  
Centre*  
Box 700, Highway #23  
**Palmerston N0G 2P0**  
519-343-3102

1341 Dobbin Ave., Box 265  
**Peterborough K9J 6Y8**  
705-743-6811

160 McDougall St.  
Box 220  
**Sault Ste. Marie P6A 5L6**  
705-254-7132

*Sudbury & District Health Unit*  
1300 Paris Cres.  
**Sudbury P3E 3A3**  
705-522-2640  
(Timmins Satellite)

336 South Syndicate Ave.  
Box 1100, Station 'F'  
**Thunder Bay P7C 4X9**  
807-622-6449

67 Wilson Ave.  
**Timmins P4N 2S5**  
705-264-9571

*Central Laboratory*  
Box 9000, Terminal 'A'  
81 Resources Rd.  
Highway 401 & Islington Ave.  
**Toronto M5W 1R5**  
416-248-3171

3400 Huron Church Rd.  
Box 1616  
**Windsor N9A 6S2**  
519-969-4341

## **ASSOCIATE DEPUTY MINISTER PUBLIC AND MENTAL HEALTH SERVICES**

**COMMUNITY HEALTH PROGRAMS BRANCH**  
15 Overlea Blvd.  
Toronto M4H 1A9  
416-963-1364

**HEALTH 19**

The Community Health Programs Branch is responsible for administering the Assistive Devices Program, the Health Centres Program, the Home Care Program and Placement Coordination Services.

**COMMUNITY HEALTH PROGRAMS BRANCH**  
**HOME CARE PROGRAM**  
15 Overlea Blvd., 6th Flr.  
Toronto M4H 1A9  
416-963-1360/4

**HEALTH 20**

The Home Care Program provides services at the community level on a visiting basis to patients who are referred by their physicians and who meet the eligibility criteria. Although patients are assessed on nine criteria, the basic criteria is that a patient must require a professional service such as **nursing, physiotherapy, occupational therapy or speech therapy**. If a patient meets the eligibility criteria, they may also be eligible for additional services such as: **nutritional counselling, medical social work, drugs, medical supplies and equipment, meals on wheels or homemaking**. There are two components to

Home Care; acute and chronic. Acute Home Care is available throughout the province and chronic which is being expanded province-wide is currently available in 34 of 38 local programs. Referrals should be made directly to the nearest local Home Care Program; telephone numbers are listed below.

Patient Referral Centre  
c/o Belleville General Hospital  
Dundas St. E.  
**Belleville K8N 5A9**  
613-966-3530

Peel Regional Health Unit  
10 Peel Centre Dr.  
**Brampton L6T 4B9**  
416-791-9400

225 St. Paul Ave., 9th Flr.  
**Brantford N3R 5Z3**  
519-759-7752

c/o Leeds, Grenville &  
Lanark Health Unit  
82 Emma St.  
**Brockville K6V 1S7**  
613-345-0060

760 Brant St.  
**Burlington L7R 4B7**  
416-639-5141

County Building  
435 Grand Ave. W.  
P.O. Box 1136  
**Chatham N7M 5L8**  
519-352-7270

London Road, c/o Huronview  
P.O. Box 458  
**Clinton N0M 1L0**  
519-482-3411

1000 Pitt St.  
**Cornwall K6J 3S5**  
613-933-1375

324 Church St.  
**Fort Frances P9A 1E1**  
807-274-9384

125 Delhi St.  
**Guelph N1E 4J5**  
519-823-2550

447 Main St. E.  
**Hamilton L8N 1K1**  
416-523-8600

Medical Centre  
Group Box 89, RR#3  
**Huntsville P0A 1K0**  
705-789-8828

Northwestern Health Unit  
1 Ocean Ave. W., RR#1  
**Kenora P9N 3W7**  
807-468-6740

221 Portsmouth Ave.  
**Kingston K7M 1V5**  
613-549-1232

6 Tweedsmuir Rd.  
**Kirkland Lake P2N 1H9**  
705-567-9355

108 Angeline St. S.  
**Lindsay K9V 3L5**  
705-324-9165

561 Dundas St.  
**London N6B 1X1**  
519-433-4088

Simcoe County Admin. Bldg.  
**Midhurst L0L 1X0**  
705-726-9300

Regional Municipality of York  
615 Davis Dr., Ste. 202  
**Newmarket L3Y 2Y2**  
416-895-1240



City Hall Tower, 5th Flr.  
200 McIntyre St. E., P.O. Box 185  
**North Bay P1B 8G8**  
705-476-1144

Community Health Services Centre  
301 Golf St.  
**Oshawa L1G 4B2**  
416-723-8531

1827 Woodward Dr.  
**Ottawa K2C 0R5**  
613-225-7666

301-920 1st Ave. W.  
**Owen Sound N4K 4K5**  
519-371-2112

Parry Sound District General Hospital  
**Parry Sound P2A 1T3**  
705-746-9321

1217 Pembroke St. E.  
P.O. Box 940  
**Pembroke K8A 7M5**  
613-735-3927

835 Weller St.  
**Peterborough K9J 4Y1**  
705-743-2212

230 North Vidal St.  
**Sarnia N7T 5Y3**  
519-344-2463

301 Lake St.  
**Sault Ste. Marie P6A 4A9**  
705-949-1650

20 Colbourne St. N., Box 721  
**Simcoe N3Y 4T2**  
519-426-7400

115 Dieppe Rd.  
**St. Catharines L2M 7N6**  
416-684-9441

360 Talbot St., Box 8  
**St. Thomas N5P 1B6**  
519-631-9907

653 West Gore St.  
**Stratford N5A 1L4**  
519-273-2010

1300 Paris Cres.  
**Sudbury P3E 3A3**  
705-522-3460

1141 Barton St.  
**Thunder Bay P7B 5N3**  
807-623-6655

169 Pine St., Postal Bag #2012  
**Timmins P4N 8B7**  
705-267-1181

45 Sheppard Ave. E.  
**Willowdale M2N 5W9**  
416-229-2929

30 Dupont St. E.  
**Waterloo N2J 2G9**  
519-886-8160

410 Giles Blvd. E.  
**Windsor N9A 4C6**  
519-253-4612

509 Brant St., P.O. Box 815  
**Woodstock N4S 8A3**  
519-539-1284

COMMUNITY HEALTH PROGRAMS BRANCH  
PLACEMENT COORDINATION SERVICES  
7 Overlea Blvd., 4th Flr.  
Toronto M4H 1A9  
416-963-1956

HEALTH 21

Placement Coordination Services commenced in 1979 and is totally funded by the Ministry. Its primary objective is to provide a single channel to help people requiring place-

ment in **long term medical care** facilities obtain suitable accommodation and the most appropriate services. A placement coordination service may be sponsored locally by any recognized planning or service agency. Sponsoring groups must obtain written agreement from the majority of local hospitals, nursing homes and homes for the aged signifying their participation before a program can be funded by the Ministry.

#### COMMUNITY HEALTH PROGRAMS BRANCH ASSISTIVE DEVICES PROGRAM

HEALTH 22

15 Overlea Blvd.  
Toronto M4H 1A9  
416-963-1956 (Toronto)  
1-800-268-6021 (Toll Free)  
1-800-268-6023 T.T.Y. - T.D.D. (Toll free)

The Assistive Devices Program (ADP) pays approximately 75% of the cost of selected and prescribed **medical** equipment and supplies for **youths** 18 years of age or younger. These assistive devices currently include hearing aids, wheelchairs, braces and splints, artificial arms, legs and eyes, breast prostheses, genito-urinary and ostomy drainage supplies, compressors, suction units, oxygen, tracheotomy supplies, ventilators and others. **Communication** aids and devices to assist those who are **blind** or who have low vision were added in the fall of 1983. People wishing to make use of the program must first see their **physician** who will help make any necessary referrals and help them complete an ADP form. Therapists, audiologists, nurses and other **health care professionals** who would be involved in assessing young people for such equipment must register with ADP. ADP pays money only to companies selling such equipment who have signed a contract with ADP. Information on the program may be obtained by contacting the local Home Care Program Office (see HEALTH 20) or by writing to the above address.

#### COMMUNITY HEALTH PROGRAMS BRANCH COMMUNITY HEALTH CENTRES PROGRAM

HEALTH 23

15 Overlea Blvd.  
Toronto M4H 1A9  
416-963-2789

The Community Health Centres Program provides **financial assistance** to community based organizations providing **primary health care**. These centres provide a range of health services which are funded on a basis other than OHIP fee-for-service. Information on the program can be obtained by writing to the program at the above address.

#### PUBLIC HEALTH BRANCH

HEALTH 24

15 Overlea Blvd., 5th Flr.  
Toronto M4H 1A9  
416-963-2229

Provides leadership and support to the **public health** system in the Province through: comprehensive support services to Health Units and corporate management in the Ministry based on an in depth knowledge of issues and needs, both local and provincial; central epidemiological services in support of an effective public health system response to outbreaks of disease. It also maintains a comprehensive data base for **health care planning** at the Ministry and local levels.



**PUBLIC HEALTH BRANCH  
DISEASE CONTROL AND EPIDEMIOLOGY**

HEALTH 25

15 Overlea Blvd., 5th Flr.

Toronto M4H 1A9

416-963-2238

This office is a comprehensive provincial epidemiology service which collects **statistics** on **disease** trends including infectious and non-infectious diseases, sexually transmitted diseases, animal diseases with human implications, and various environmental hazards with public health implications.

Provides **vaccines**, **snake** anti-venin, anti **-rabies** treatment and **drugs** for the treatment of **tuberculosis**, leprosy and of sexually transmitted or **venereal diseases**.

Provides a consultative service to Medical Officers of Health, private physicians, other ministries and agencies in matters of **disease** control.

**PUBLIC HEALTH BRANCH  
PUBLIC HEALTH RESOURCE SERVICE**

HEALTH 26

15 Overlea Blvd., 5th Flr.

Toronto M4H 1A9

416-963-2232

The Public Health Resource Service is a multi-disciplinary team of public health professionals who work in close collaboration with local health agencies, federal and municipal governments, universities and professional associations to identify and respond to province-wide **public health** needs. The service provides technically-competent consultative support in the practice of **public health** to field agencies/organizations in the areas of **nursing**, **nutrition**, **public health inspection**, **dentistry** and project management and coordination. Its activities include provision of engineering advice on the design and operation of recreational **camps** and issuing **licences** to these camps. It also administers the regulation regarding public **swimming pools** under the Public Health Act, including approval of building plans (963-2232). For the delivery of local **public health** services, contact the local public health unit.

**MENTAL HEALTH DIVISION**

**EXECUTIVE DIRECTOR'S OFFICE**

HEALTH 27

Hepburn Block, 8th Flr.

Queen's Park, Toronto M7A 1R3

416-965-6234

The Executive Director's office provides a focus for the planning & operation of **mental health** services throughout the Province. This includes program responsibility for ten **psychiatric hospitals**, community mental health programs and policy development for general hospitals' psychiatric units.

**MENTAL HEALTH OPERATIONS BRANCH**

HEALTH 28

Hepburn Block, 8th Flr.

Queen's Park, Toronto M7A 1R3

416-965-6236

The branch is responsible for the administration of the Province's ten **psychiatric hospitals**, with a total bed capacity of approximately 4,600 legislated under the Ontario

Mental Health Act (1980). The hospitals provide a range of adult psychiatric services including acute care, rehabilitation, long term care, alcohol and psychogeriatrics.

Also administers the **Homes for Special Care Program** issuing licences to and inspecting Homes for Special Care which provide nursing home and residential home care to former patients of Ontario psychiatric hospitals and centres for the **developmentally handicapped**. Administers the **Community Mental Health Program**, which funds a range of both hospital and community based mental health services, including out-patient and day care treatment programs, supportive housing, vocational training and detoxification services. Also provides sessional fees for psychiatrists in general hospitals engaged in community mental health services. There are ten psychiatric hospitals in the province:

*Brockville Psychiatric Hospital*  
P.O. Box 1050  
**Brockville K6V 5W7**  
613-345-1461

*Mental Health Centre*  
P.O. Box 698  
**Penetanguishene L0K 1P0**  
705-549-7431

*Hamilton Psychiatric Hospital*  
P.O. Box 585  
**Hamilton L9C 3N6**  
416-388-2511

*St. Thomas Psychiatric Hospital*  
P.O. Box 2004  
**St. Thomas N5P 3V9**  
519-631-8510

*Kingston Psychiatric Hospital*  
P.O. Box 603  
**Kingston K17 4X3**  
613-546-1101

*Lakehead Psychiatric Hospital*  
P.O. Box 3370  
**Thunder Bay P7B 5J8**  
807-344-3571

*London Psychiatric Hospital*  
850 Highbury Ave.  
P.O. Box 2532  
**London N6A 4H1**  
519-455-5110

*Queen St. Mental Health Centre*  
1001 Queen St. W.  
**Toronto M6J 1H4**  
416-535-8501

*North Bay Psychiatric Hospital*  
P.O. Box 3010  
**North Bay P1B 8L1**  
705-474-1200

*Whitby Psychiatric Hospital*  
P.O. Box 613  
**Whitby L1N 5S9**  
416-668-5881

**MENTAL HEALTH PLANNING BRANCH**  
Hepburn Block, 8th Flr.  
Queen's Park Toronto M7A 1R3  
416-965-3244

**HEALTH 29**

The branch coordinates and assesses policy issues and strategies and makes planning policy recommendations that will impact on the future direction of the **mental health** care delivery system. It identifies **research** needs, provides consulting services to the Mental Health Operations Branch, and devises programs and policies for effective mental health care in the Province.



## ASSISTANT DEPUTY MINISTER ADMINISTRATION AND HEALTH INSURANCE

AUDIT BRANCH  
7 Overlea Blvd., 2nd Flr.  
Toronto M4H 1A8  
416-965-4338

HEALTH 30

Audit Branch is responsible for the Ministry's audit functions which include the review and appraisal of accounting, financial and operating controls within the Ministry and in agencies funded by the Ministry.

## FINANCE AND ADMINISTRATION DIVISION

FINANCE AND ACCOUNTING BRANCH  
7 Overlea Blvd., 5th Flr.  
Toronto M4H 1A8  
416-963-0937

HEALTH 31

Provides financial information to management; establishes the Ministry's **accounting** policies; manages its payment systems, and effects collection and refund of **Ontario Health Insurance Plan (OHIP)** premiums and other ministry revenues. Payment systems encompass payments to hospitals and related facilities, payments to professionals and subscribers for care provided under the Health Insurance Act, payments for suppliers' goods and services, salaries and payments under special programs such as **Homes for Special Care** and **Extended Health Care** programs, and the **Ontario Drug Benefit Program** (965-9337). For general inquiries concerning the **Homes for Special Care** and **Extended Health Care** programs, call 965-1505. The general accounting function includes payroll and expense account services, accounts payable, and financial liaison with Management Board of Cabinet, the Provincial Auditor, and other government ministries and agencies.

ONTARIO DRUG BENEFIT (ELIGIBILITY)  
Macdonald-Cartier Building, 3rd Flr.  
Kingston K7L 5K2  
416-965-9337 (Toronto)  
613-548-6552 (Kingston)

HEALTH 32

Selected prescribed **drugs** are provided free: to **senior citizens** (65 or older) who receive Old Age Security (OAS) or who have resided in Ontario for the past 12 months and are Canadian citizens or landed immigrants or on Ministerial Permits; to recipients of **Family Benefits (FBA)**, **General Welfare Assistance (GWA)**, **vocational** rehabilitation assistance, and **Homes for Special Care** and **Extended Health Care** benefits. The numbered **Ontario Senior Citizens' Privilege Card** entitles eligible patients to drug benefits. Although anyone over 65 who meets eligibility requirements may choose to apply, federal OAS pensioners automatically get this card; those over 65 who are not OAS pensioners must apply. Forms are available at some pharmacies, all OHIP district offices, or by writing: Ministry of Health, Drug Benefit, Box 78, Kingston K7L 5K2. FBA (includes the **blind** and **disabled**), GWA and other recipients are issued monthly cards. Drugs must be listed in the **Ontario Drug Benefit Formulary** (for quality and cost control), prescribed by **physicians** or **dentists** and obtained in Ontario.

## FISCAL RESOURCES BRANCH

HEALTH 33

Hepburn Block, 9th Flr.  
 Queen's Park, Toronto M7A 2C6  
 416-965-5415

Coordinates the preparation of the Ministry's operational plans, estimates, management by results and financial reports. The branch coordinates budgetary control and provides financial and management consulting services to assist ministry program managers. It administers ministry funding and monitors the expenditures of **hospitals** and related facilities. These include public, private and psychiatric hospitals, **home care agencies**, **nursing homes**, **ambulance services**, local **health** agencies, crippled children's treatment centres, clinical education, etc..

## HEALTH BOARDS SECRETARIAT

HEALTH 34

Hepburn Block, 11th Flr.  
 Queen's Park, Toronto M7A 2C6  
 416-965-7258

Provides administrative support to a number of **health** care **appeal** and review boards established under Ministry of Health legislation. These acts include: the **Mental Health Act**, which establishes automatic review of the status of patients continuously detained in **psychiatric** facilities and inquiries into the mental state of involuntary health patients; the **Health Disciplines Act**, which provides for reviews or hearings of decisions by self-governing colleges of **physicians**, **dentists**, **optometrists**, **pharmacists**, and **nurses** re **consumer** complaints concerning **medical** services or membership registration; the **Denture Therapists Act**, which provides for hearings or reviews of decisions concerning provision of service or membership registration; the **Health Insurance Act**, which provides for appeals of decisions made with regard to **OHIP** (Ontario Health Insurance Plan); the **Ambulance Act**, the **Private Hospitals Act**, the **Public Health Act**, the **Health Protection and Promotion Act**, and the **Nursing Homes Act** all of which provide for appeals with regard to non-issuance or revocation of licences; the **Public Hospitals Act**, which provides for appeals with regard to appointments of medical staff; the **Funeral Services Act**, which provides for hearings or reviews of decisions with regard to services provided or membership registration of funeral directors.

## METRICATION OFFICE

HEALTH 35

880 Bay St., 2nd Flr.  
 Toronto M7A 1R3  
 416-965-3550

Coordinates all aspects of **metric conversion** within the Ministry of Health, provides liaison with other jurisdictions, and acts as the contact point within the Ministry. Through the provision of training, consultation, literature, **films** and other related information, this office is available to act as a resource on conversion for **health** care and professional associations, agencies and private sector organizations and institutions.

## SUPPLY AND SERVICES BRANCH

HEALTH 36

15 Overlea Blvd., 4th Flr.  
 Toronto M4H 1A9  
 416-963-1070

The branch provides the Ministry with administrative services which include: purchasing (963-1081), supply, printing, central stores, assets, accommodation and telecommunica-



tions management (963-1397); such special services as central insurance and claims reporting; vehicle licensing and staff parking (963-1065); registry, mail and transportation services; records, forms, **microrecording** services (965-8242); and the Ministry **library** (965-7881). Part of the library is a **reading room** which provides public access to Ministry publications, statutes and most manuals and internal procedures used by the Ministry.

In addition, the branch is responsible for **Government Pharmacy and Medical Stores** (248-3084) and a warehousing and distribution service for **drugs, pharmaceuticals** and **medical** supplies. The branch has one regional office in Kingston which provides the same range of services to the OHIP head office in Kingston.

## HEALTH INSURANCE DIVISION

### HEALTH INSURANCE DIVISION GENERAL MANAGER'S OFFICE

HEALTH 37

Macdonald-Cartier Building  
49 Place D'Armes, P.O. Box 48  
Kingston K7L 5J3  
613-548-6800

The General Manager is responsible for all programs under this division, administered through the Enrolment Services Branch, the Professional Services Branch and the Operations Branch. In addition, the General Manager is responsible for three units, the functions of which relate to the administration of the Ontario Health Insurance Plan (OHIP): the Financial Control Unit, the Planning and Control Unit and the Special Services Unit. (The Special Services Unit is located at 7 Overlea Blvd., 1st Flr., Toronto M4H 1A8.)

The General Manager has also been responsible for planning and implementing the relocation of the OHIP Head Office to Kingston by 1983.

### KINGSTON RELOCATION UNIT

HEALTH 38

7 Overlea Blvd., 7th Flr.  
Toronto M4H 1A8  
416-963-0886  
and  
172 Ontario St.  
Kingston K7L 2Y8  
613-547-2253

The unit has been responsible for planning and implementation of the relocation and/or rehiring of almost 700 Ontario Health Insurance Plan (OHIP) head office and support service positions to the Macdonald-Cartier Building in Kingston. A team of coordinators working under the direction of the Project Manager handles the various aspects of relocation including human resources, accommodation, program movement, information/-public relations and project control.

### ENROLMENT SERVICES BRANCH

HEALTH 39

Macdonald-Cartier Building  
49 Place d'Armes, P.O. Box 48  
Kingston K7L 5J3  
613-548-6241

The Enrolment Services Branch ensures that programs of the Health Insurance Division

serve the needs of all clients (individuals, groups, labour and hospitals). The branch is responsible for the policies relating to registration for Ontario Health Insurance (**OHIP**) and the design of special programs to accommodate special needs (i.e., **premium assistance** based on taxable income, temporary assistance, premium exemption for resident **senior citizens** over 65 years of age and their spouses). Also provides liaison with the Federal government and provincial ministries on matters of mutual concern (e.g., **immigrants, refugees, foreign students** and organized labour) to ensure availability of **health insurance** coverage and to prevent abuse of the system. Reviews operating systems to produce policy manuals, coordinates manuals distribution to district training officers and operations staff and recommends Health Insurance Act and Regulation changes. The branch is responsible for training of enrolment and district office staff in order to minimize problems when clients request information by telephone, in writing or by personal visits to OHIP district and satellite offices. Contact district and satellite offices listed under the Operations Branch entry, HEALTH 40.

#### OPERATIONS BRANCH

HEALTH 40

Macdonald-Cartier Building  
49 Place d'Armes, P.O. Box 48  
Kingston K7L 5J3  
613-548-6273

Administers nine district and ten satellite offices processing claims under the Ontario Health Insurance Plan (**OHIP**), answering questions about enrolment in OHIP, premium payments, **medical** and **hospital** claims and **Extended Health Care** benefits. Appeals concerning Extended Health Care benefits in **nursing homes** are handled by the **Medical Eligibility Committee**.

Direct inquiries to the nearest district office as listed below. In the Metropolitan Toronto area, inquiries received from North York or Etobicoke should be referred to the Mississauga District Office and Scarborough inquiries should be referred to the Oshawa District Office.

#### *Hamilton District Office*

119 King St. W.

**Hamilton L8P 4T9**

416-521-7100

For toll-free number check the  
blue pages of telephone directory

#### *Hamilton District Sub-Office*

1043A Second Ave. E.

**Owen Sound N4K 2H8**

519-376-6447

If long distance dial

1-800-265-3190

#### *Hamilton District Sub-Office*

665 King St. E., Ste. 202

**Kitchener N2G 2M4**

519-745-8421

If long distance ask operator  
for Zenith 96420

#### *Hamilton District Sub-Office*

59 Church St.

**St. Catharines L2R 3C3**

416-682-6658

If long distance ask operator  
for Zenith 96420



*Kingston District Office*

1055 Princess St.  
P.O. Box 9000

**Kingston K7L 5A9**

613-546-3811

If long distance dial

1-800-267-0933

*London District Office*

227 Queens Ave.

P.O. Box 5700, Terminal A

**London N6A 4L6**

519-433-4561

If long distance dial

1-800-265-4703

*London District Sub-Office*

568 North Christina Place

**Sarnia N7T 5W6**

519-337-3667

If long distance ask operator

for Zenith 69100

*London District Sub-Office*

1427 Ouellette Ave.

**Windsor N8X 1K1**

519-258-7560

If long distance ask operator

for Zenith 69100

*Mississauga District Office*

201 City Centre Dr.

P.O. Box 7020

Postal Station A

**Mississauga L5A 3M1**

416-275-2730

If long distance ask operator

for Zenith 96420

*Oshawa District Office*

44 Bond St. W.

**Oshawa L1H 7R1**

416-576-2870

If long distance dial

1-800-263-3814

*Oshawa District Sub-Office*

30 Poyntz St.

**Barrie L4M 3P2**

705-726-0326

If long distance dial

1-800-461-7597

*Oshawa District Sub-Office*

139 George St. N.

**Peterborough K9J 3G6**

705-743-2140

If long distance ask operator

for Zenith 96420

*Ottawa District Office*

75 Albert St.

**Ottawa K1P 5Y9**

613-237-9100

If long distance dial

1-800-267-1912

*Sudbury District Office*

199 Larch St., 8th Flr.

**Sudbury P3E 5R1**

705-675-4261

If long distance dial

1-800-461-4006/7/10

*Sudbury District Sub-Office*

205 McNabb St., 2nd Flr.

**Sault Ste. Marie P6B 1Y3**

705-254-1815

If long distance ask operator

for Zenith 96420

*Sudbury District Sub-Office*

38 Pine St. N.

**Timmins P4N 6K6**

705-267-1164

If long distance ask operator

for Zenith 96420

*Thunder Bay District Office*

435 James St. S.

P.O. Box 5000

**Thunder Bay P7C 5G6**

807-475-1351

Ignace & East ask operator

for Zenith 96420

*Thunder Bay District Sub-Office*  
100 Main St. S.  
**Kenora P9N 1S9**  
807-468-9554  
West of Ignace ask operator  
for Zenith 69100

*Toronto District Office*  
2195 Yonge St.  
P.O. Box 1700  
Terminal A  
**Toronto M5W 1G9**  
416-482-1111

## PROFESSIONAL SERVICES BRANCH

HEALTH 41

Macdonald-Cartier Building  
49 Place d'Armes, P.O. Box 48  
Kingston K7L 5J3  
613-548-6555  
416-965-2181 (Toronto)

Adjudicates professionals' claims under the Ontario Health Insurance Plan (OHIP). The adjudication function includes the provision of specialized and consultative services on claims submitted by practitioners whose services are paid for by OHIP. The branch communicates with professional organizations and licensing bodies including **physicians, dentists, optometrists, chiropractors, osteopaths, chiropodists, and physiotherapists**, and maintains a registry of all providers that bill OHIP for **health** services. The branch assists in establishing **medical** policy for OHIP. Its function includes the assessment of claims made by professionals to ensure that the services were medically necessary, were offered in accordance with accepted professional standards and practice and were, in fact, rendered. Where there is some question as to whether these criteria were met, complaints, with details and OHIP number, can be directed to this branch. For inquiries on payment of claims, contact OHIP district offices listed under the Operations Branch entry, HEALTH 40.

## AGENCIES

For some background information on ministerial agencies, boards and commissions, see the first entry under Royal Commissions, Special Purpose Bodies and Others (COMM 1). Some of this Ministry's agencies are listed below. For information on agencies not listed, contact this Ministry's information or communications branch.

## ADDICTION RESEARCH FOUNDATION

HEALTH 42

33 Russell St.  
Toronto M5S 2S1  
416-595-6100

The Addiction Research Foundation (ARF) conducts **research** and demonstration treatment, provides **educational** and consultative services, and publishes material in the field of **alcohol** and **drug** addiction. Information is available about various social services for people concerned with psychoactive drugs including alcohol. The **library** of the Addiction Research Foundation has an extensive collection of research reports, books and **audio-visual** material and is open to the public (595-6144). Inpatient and outpatient treatment for alcoholics and drug addicts and abusers is available through the Clinical Institute (595-6021), a 63-bed research and teaching hospital affiliated with the University of Toronto. Regional ARF offices assist communities in the development of preventive and treatment services.



# ONTARIO CANCER TREATMENT AND RESEARCH FOUNDATION

HEALTH 43

7 Overlea Blvd., 2nd Flr.

Toronto M4H 1A8

416-423-4240

The Ontario Cancer Treatment and Research Foundation supports programs of diagnosis, treatment and **research in cancer**. Conducts nine regional cancer treatment centres (associated with hospitals) and 24 consultative and follow-up clinics. It is affiliated with the Ontario Cancer Institute (incorporating the Princess Margaret Hospital), Toronto. Services and rehabilitation programs funded include speech therapy, prosthetic devices, colostomy patients' program, transportation of patients travelling over 25 miles, chemotherapeutic drugs for needy Ontario patients. Maintains and operates 6 lodges where out-of-town ambulatory patients receiving treatment can be accommodated. Statistical section promotes adequate reporting of cancer cases and compiles **statistical** data. Supports undergraduate and postgraduate study in oncology for **medical**, paramedical and scientific personnel. Supports career scientists and awards research associateships and **grants** in aid of laboratory and clinical cancer investigation.

# ONTARIO COUNCIL OF HEALTH

HEALTH 44

700 Bay St., 14th Flr.

Toronto M5G 1Z6

416-965-5031

The Ontario Council of Health advises the Minister of Health on **health** care matters. Studies questions concerning such things as health, health services, **research** and **manpower**.

# ONTARIO MENTAL HEALTH FOUNDATION

HEALTH 45

365 Bloor St. E., Ste. 1708

Toronto M4W 3L4

416-920-7721

The Ontario Mental Health Foundation provides **grants** for **mental health research**. The Ontario Mental Health Foundation supports specific projects, predoctoral and postdoctoral students, and postgraduate independent research.

# HEALING ARTS RADIATION PROTECTION COMMISSION

HEALTH 46

7 Overlea Blvd.

Toronto M4H 1A8

416-963-1030

The **Healing Arts Radiation Protection (HARP) Commission** oversees matters pertinent to the Healing Arts Radiation Protection Act. The Commission will develop an **x-ray safety** code, approve educational courses in x-ray safety, and advise the Minister of Health on x-ray safety and relevant issues.

# ACTS

# ACTS

HEALTH 47

The following is a list of Acts administered by the Ministry of Health. For information on

which branches administer the Acts, see the Key Word Index or contact this Ministry's legal service branch or information/communications branch.

Alcoholism and Drug Addiction Research Foundation Act  
Ambulance Act  
Cancer Act  
Cancer Remedies Act  
Chiropody Act  
Community Psychiatric Hospitals Act  
Dental Technicians Act  
Denture Therapists Act  
Drugless Practitioners Act  
Fluoridation Act  
Funeral Services Act  
Healing Arts Radiation Protection Act (some sections not yet proclaimed)  
Health Disciplines Act  
Health Insurance Act  
Homes for Special Care Act  
Hypnosis Act  
Immunization of School Pupils Act, 1982  
Mental Health Act  
Mental Hospitals Act  
Ministry of Health Act  
Municipal Health Services Act  
Nursing Homes Act  
Ontario Mental Health Foundation Act  
Ophthalmic Dispensers Act  
Private Hospitals Act  
Private Sanitaria Act  
Psychologists Registration Act  
Public Health Act  
Public Hospitals Act  
Radiological Technicians Act  
Sanatoria for Consumptives Act  
Venereal Diseases Prevention Act  
War Veterans Burial Act



## MINISTRY OF INDUSTRY AND TRADE

900 Bay St., Hearst Block  
Queen's Park, Toronto M7A 2E1

The Ministry of Industry and Trade's origins date from 1963, when the former Department of Trade and Development was established. On February 13, 1982, Premier William Davis announced the creation of the new Ministry of Industry and Trade, giving added prominence to the Province's export expansion drive.

The Ministry assists Ontario industries to expand domestic and international trade; encourages investment opportunities; works to strengthen the competitiveness of Ontario's industrial base; provides counselling and assistance to the Province's small businesses; and assists firms in applying state-of-the-art technologies in their operations to improve productivity. The Ministry, through the Ontario Development Corporations, provides financial assistance to Ontario companies to develop the economic potential of the Province.

In all its activities, the Ministry of Industry and Trade supports the growth of productive and stable employment in consultation and partnership with the private sector.

### DEPUTY MINISTER'S OFFICE

POLICY SECRETARIAT  
900 Bay St., 8th Flr., Hearst Block  
Queen's Park, Toronto M7A 2E1  
416-963-2325

MIT 1

The **Policy Secretariat** provides support to the Deputy Minister and the Senior Management of the Ministry in the overall coordination of policy and priorities and strategic intelligence.

### TECHNOLOGY CENTRES COORDINATION PROGRAM

MIT 2

900 Bay St., 5th Flr., Hearst Block  
Queen's Park, Toronto M7A 2E1  
416-963-1373

Headed by a General Manager, this Program coordinates the development and operation of the six Technology Centres. The Centres have been established to promote and enhance the application of **technology** to small and medium **businesses** in order to improve the productivity and competitiveness of Ontario **industry**.

*Ontario Centre for Microelectronics Technology*  
1150 Morrison Dr., Ste. 400  
**Ottawa K2H 9B8**  
613-596-6690

*Ontario Centre for Resource Machinery Technology*  
127 Cedar St., 4th Flr.  
**Sudbury P3E 1B1**  
705-673-6606

*Ontario Centre for Auto Parts Technology*  
63 Church St., 2nd Flr.  
**St. Catharines L2R 3C4**  
416-688-2600

*Ontario Centre for Farm Machinery & Food Processing Technology*  
870 Richmond St.  
**Chatham N7M 5J5**  
519-354-6883

*Ontario Centre for Advanced  
Manufacturing - CAD/CAM*  
400 Collier - MacMillan Dr.  
**Cambridge N7M 7H7**  
519-622-3100

*Ontario Centre for Advanced  
Manufacturing - Robotics*  
743 Monaghan Rd.  
**Peterborough K9J 5K2**  
705-876-1611

**ASSISTANT DEPUTY MINISTER  
INFORMATION AND SUPPORT SERVICES**

**PROMOTION SERVICES BRANCH**

MIT 3

900 Bay Street, 9th Flr., Hearst Block  
Queen's Park, Toronto M7A 2E1

Promotion Services Branch has three sections: **Advertising and Promotion** (965-5466) provides marketing/promotion consulting services, market **research** development and co-ordination, development and production of advertising and media selection, development and coordination of incoming missions, displays, conferences, seminars, trade shows and other special events. **Publications Section** (965-5412) produces and coordinates all ministry publications and periodically reviews these publications to ensure information is up-to-date and fulfills program objectives. **Information Centre** (965-3363) operates the **ministry reading room** which provides public access to ministry and business publications, and some manuals and internal procedures used by the Ministry.

**COMMUNICATIONS BRANCH**

MIT 4

900 Bay Street, 9th Flr., Hearst Block  
Queen's Park, Toronto M7A 2E1  
416-965-1586

The Communications Branch provides information to the news media, Ministry client groups and the public. It plans and carries out public relations activities and produces the monthly **Ontario Business News** and **Ontario Technology News**, as well as two internal newsletters. The media contact number is 965-9323. Editors of the publications are at 965-1576.

**FRENCH LANGUAGE SERVICES**

MIT 5

900 Bay St., 9th Flr., Hearst Block  
Queen's Park, Toronto M7A 2E3  
416-963-2211

The French Language Services Coordinator coordinates the implementation of the government's policy on **French language services** (provision of such services to the Franco-Ontarian public) within the Ministry.

**SERVICES EN FRANCAIS**

Le coordonnateur des services en français de ce Ministère est responsable de la mise en oeuvre de la politique du gouvernement en matière de services en langue française (services aux Franco-Ontariens en langue française.)



## ADMINISTRATION DIVISION

### PERSONNEL BRANCH

MIT 6

900 Bay St., 8th Flr., Hearst Block  
Queen's Park, Toronto M7A 2E1  
416-965-4259

Personnel Branch works mainly in an advisory capacity with line managers who have primary responsibility for personnel matters within their units. The branch is responsible for the establishment of Ministry personnel policies and procedures, the establishment of appropriate classification and compensation levels for all Ministry employees, staff recruitment, employee counselling, the investigation of employee grievances, and all matters affecting working conditions and performance. The branch maintains the Ministry's personnel, payroll and employee benefit records. It also provides liaison between the Ministry and the Civil Service Commission, Management Board of Cabinet, and the Ontario Public Service Employees Union (OPSEU). The branch also plans, develops and coordinates the **Affirmative Action Program** to improve the status of Ontario government female employees with the ultimate aim of ensuring equal opportunity for women. Personnel services are also provided to the Ministry of Tourism and Recreation.

### MANAGEMENT SERVICES BRANCH

MIT 7

900 Bay St., 8th Flr., Hearst Block  
Queen's Park, Toronto M7A 2E1  
416-965-4566

The branch provides the Ministry of Industry and Trade and the Ministry of Tourism and Recreation with purchasing of goods and services, supply management, printing, duplicating and word processing services, mail and transportation services, records management and assets management. The branch provides liaison with the Ministry of Government Services to coordinate common services such as telephones, acquisition and design of office accommodation and purchasing of commonly used supplies. The branch is also responsible for office safety supervision.

### FINANCE AND SYSTEMS BRANCH

MIT 8

900 Bay St., 9th Flr., Hearst Block  
Queen's Park, Toronto M7A 2E1  
416-965-4303

The Estimates and Financial Reports Section (965-4303) coordinates multi-year plan and other related submissions. Develops internal financial information systems. Financial services are also provided to the Ministry of Tourism and Recreation.

Accounts Section (965-5296) is responsible for general accounting functions, including payroll and expense account services, accounts payable, and financial liaison with Management Board of Cabinet, the Provincial Auditor, and other government ministries and agencies.

Systems Development Section (965-1873) is responsible for the definition, development and documentation of the Ministry's computerized or manual information and administrative systems. It provides ministry liaison with the Ministry of Government Services, Computer and Telecommunication Services Division. For government systems development policy and supplier's list, see Management Board of Cabinet Secretariat, Management Technology Branch, (MB 5).

**PROGRAM PLANNING AND BUDGETING GROUP**

MIT 9

900 Bay St., 8th Flr., Hearst Block  
Queen's Park, Toronto M7A 2E1  
416-965-4011

The group is responsible for the preparation of the Ministry's annual budgets and estimates.

**AUDIT SERVICES BRANCH**

MIT 10

900 Bay St., 7th Flr., Hearst Block  
Queen's Park, Toronto M7A 2E1  
416-965-4510

The branch is responsible for the Ministry's audit functions which include the review and appraisal of its accounting, financial, and operational controls.

**ASSISTANT DEPUTY MINISTER - INDUSTRY**

**SMALL BUSINESS AND FIELD SERVICES  
BRANCH**

MIT 11

**DOMESTIC FIELD OFFICES**  
900 Bay St., 7th Flr., Hearst Block  
Queen's Park, Toronto M7A 2E1  
416-965-4703

The Domestic Field Offices deliver the programs and services of the Ministry through its 18 offices located throughout Ontario. General **business** counselling on product development, manufacturing, financing and marketing is provided to secondary **manufacturing** industry, entrepreneurs and investors.

**FIELD OFFICES IN ONTARIO**

143 Parkedale Ave.  
**Brockville K6V 6B2**  
613-342-5522  
For toll-free number check  
blue pages of telephone directory  
(Eastern Ontario Area)

119 King St. W., 3rd Flr.  
**Hamilton L8N 3Z9**  
416-521-7783  
If long distance dial  
1-800-263-2121  
(Central West Ontario Area)

1055 Princess St., Ste. 308  
**Kingston K7L 5T3**  
613-547-2248  
If long distance ask Operator  
for Zenith 59130  
(Eastern Ontario Area)

305 King St. W., Ste. 507  
**Kitchener N2G 1B9**  
519-744-6391  
If long distance dial  
1-800-265-2428  
(Central West Ontario Area)

195 Dufferin Ave., Ste. 607  
**London N6A 1K7**  
519-433-8105  
If long distance dial  
1-800-265-4743  
(Southwestern Ontario Area)

201 City Centre Dr., 6th Flr.  
**Mississauga L5B 2T4**  
416-279-6515  
(Central East Ontario Area)



Northgate Plaza  
1500 Fisher St.  
**North Bay P1B 2H3**  
705-472-9660  
If long distance ask Operator  
for Zenith 59130  
(Northern Ontario Area)

73 Mississauga St. E., 2nd Flr.  
Box 488  
**Orillia L3V 6K2**  
705-325-1363  
If long distance ask Operator  
for Zenith 59130  
(Central East Ontario Area)

56 Sparks St., Ste. 404  
**Ottawa K1P 5A9**  
613-566-3703  
If long distance ask Operator  
for Zenith 59130  
(Eastern Ontario Area)

Nor-Towne Plaza  
1131 Second Ave. E., Ste. 104  
**Owen Sound N4K 2J1**  
519-376-3875  
If long distance ask Operator  
for Zenith 59130  
(Southwestern Ontario Area)

139 George St. N.  
**Peterborough K9J 3G6**  
705-742-3459  
If long distance ask Operator  
for Zenith 59130  
(Eastern Ontario Area)

15 Church St., 4th Flr.  
Provincial Gas Bldg.  
**St. Catharines L2R 3B5**  
416-688-1454  
If long distance dial  
1-800-263-5670  
(Central West Ontario Area)

120 Huron St.  
**Sault Ste. Marie P6A 1P8**  
705-253-1103  
If long distance ask Operator  
for Zenith 59130  
(Northern Ontario Area)

199 Larch St., 4th Flr.  
**Sudbury P3E 5P9**  
705-675-4330  
If long distance dial  
1-800-461-1196  
(Northern Ontario Area)

435 James St. S., 3rd Flr.  
Box 5000  
**Thunder Bay P7C 5G6**  
807-475-1325  
If long distance ask Operator  
for Zenith 59130  
(Northern Ontario Area)

273 Third Ave., Ste. 200  
**Timmins P4N 1E2**  
705-264-5393  
If long distance ask Operator  
for Zenith 59130  
(Northern Ontario Area)

5 Fairview Mall Dr., Ste. 480  
**Willowdale M2J 2Z1**  
416-491-7680  
If long distance ask Operator  
for Zenith 59130  
(Central East Ontario Area)

250 Windsor Ave.  
2nd Flr., Rm. 227  
**Windsor N9A 6V9**  
519-252-3475  
If long distance dial  
1-800-265-1345  
(Southwestern Ontario Area)

SMALL BUSINESS AND FIELD SERVICES  
 BRANCH  
 SMALL BUSINESS DEVELOPMENT SECTION  
 900 Bay Street, 7th Flr., Hearst Block  
 Queen's Park, Toronto M7A 2E1  
 416-965-5494

MIT 12

The Small Business Development Section provides consulting services to small **business** on marketing, financial management and planning, entrepreneurship and business planning. Assists those starting a business with entrepreneurial consulting, the **'Starting A Small Business'** book and **'Starting A Business'** seminars. The **Small Business Management Development Program** provides management consulting to small business retail and service sectors through private sector consultants. The **University Small Business Assistance Program** provides **grants** to business schools at Ontario universities to permit the employment of their students in providing consultant services to small business during the summer vacation. Branch services are delivered from Queen's Park and the Ministry's field offices listed under the Domestic Field Offices entry, MIT 11.

SMALL BUSINESS AND FIELD SERVICES  
 BRANCH  
 MANUFACTURING PRODUCTIVITY  
 900 Bay St., 7th Flr., Hearst Block  
 Queen's Park, Toronto M7A 2E1  
 416-965-0410

MIT 13

The **Product Development Management Program (PDMP)** provides **grants** to small **manufacturing businesses** to strengthen product development. The **Technological Assessment and Planning Program (TAP)** provides **grants** for small **manufacturing businesses** to assist the financing of **technological** assessment and planning for a new product. The **Program to Encourage Product and Process Innovation (PEPPI)** aids **inventors** or **entrepreneurs** in building a prototype of an invention to prove feasibility. The **Promotional Aids Marketing Program (PAMP)** provides financial assistance and marketing help in the design of packaging, instructional material, literature and sales brochures for new or innovative products that small Canadian-owned, Ontario companies are manufacturing. Provides **counselling** in industrial **engineering**, market planning, physical distribution, management and information on **patents** and how to conduct a patent search. Branch services are delivered from Queen's Park and the Ministry's field offices listed under the Domestic Field Offices entry, MIT 11.

INDUSTRIAL INVESTMENT OPPORTUNITIES  
 BRANCH  
 PLANT LOCATION SECTION  
 900 Bay St., 6th Flr., Hearst Block  
 Queen's Park, Toronto M7A 2E1  
 416-965-7299

MIT 14

The Plant Location Section provides a confidential consulting service to **industries** considering the establishment of new or expanded manufacturing facilities. Consultative services and publications are also available to municipalities on matters related to industrial development, industrial parks and promotion. Information is also available from field offices listed under this Ministry's Domestic Field Offices entry, MIT 11.



## INDUSTRIAL INVESTMENT OPPORTUNITIES

MIT 15

## BRANCH

## MERGERS AND ACQUISITIONS SECTION

900 Bay St., 6th Flr., Hearst Block

Queen's Park, Toronto M7A 2E1

416-965-5491

The **Mergers and Acquisitions Section** assists Ontario industries, investors and interested parties in the buy/sell/invest transaction of their **businesses** to provide, as an end result, stronger organizations and increased employment.

## INDUSTRIAL INVESTMENT OPPORTUNITIES

MIT 16

## BRANCH

## FOREIGN INVESTMENT ADVISORY GROUP

900 Bay St., 6th Flr., Hearst Block

Queen's Park, Toronto M7A 2E1

416-945-5711

The group acts as the coordinator of the Ontario Government with the **Foreign Investment Review Agency**. It provides counselling and advisory services to potential **FIRA** applicants and their professional representatives.

## INDUSTRIAL INVESTMENT OPPORTUNITIES

MIT 17

## BRANCH

## SELECTIVE PLACEMENT SECTION

900 Bay St., 6th Flr., Hearst Block

Queen's Park, Toronto M7A 2E1

416-965-5331

The Selective Placement Section is responsible for two employment development programs: **Employers Skill Search Program** provides Ontario **business** with information and assistance with regard to professional and **skilled manpower counselling**. It operates in cooperation with the Canada Employment and Immigration Commission and deals with offshore recruitment when it becomes essential to meet employers' production commitments. The section also provides information on various government agency programs related to training.

The **Immigrant Entrepreneur Development Program** assists prospective **foreign business** persons by determining the viability of their **business prospects** and cooperates with the Canada Employment and Immigration Commission by providing an appraisal so that this may be taken into consideration when the person applies for permanent admission to Canada.

Branch services are delivered from Queen's Park and the Ministry's field offices listed under the Domestic Field Offices entry, MIT 11.

## INNOVATION AND PRODUCT DEVELOPMENT

MIT 18

## BRANCH

900 Bay St., 6th Flr., Hearst Block

Queen's Park, Toronto M7A 2E1

416-965-7119

Product Development Section (965-3560) assists in the development of new industrial opportunities by: implementing **import** replacement programs, by providing key sourcing

information to foreign and domestic clients and by assisting Canadian and foreign **business** investors in arranging joint ventures and licensing agreements.

Technology Development Section (965-0157) assists in the expansion of new high technology **industries** in Ontario by implementing technology demonstration projects, by maintaining a 'state of the art' knowledge of new **technology** and by assisting in the development of new high technology projects.

Film and Video Office (965-6392) assists in the expansion of the **film** and **video industry** in Ontario by administering a film stimulation program, by promoting Ontario as a site for **film** production and by assisting directors and producers solve problems when shooting in Ontario.

#### OFFICE OF PROCUREMENT POLICY

MIT 19

900 Bay St., 6th Flr., Hearst Block  
Queen's Park, Toronto M7A 2E9  
416-965-1809

The Office of Procurement Policy seeks to maximize the Canadian content of goods and services **purchased** by Ontario public bodies (including municipalities, school boards, universities, hospitals, ministries). This goal is to be achieved by actions such as: increasing Canadian industry's understanding of opportunities to sell to governments in Ontario, and facilitating the use of these opportunities; providing Ontario public bodies with a broad understanding of existing and potential capabilities of Canadian industry to provide the goods and services required by governments and advocate the use of these capabilities wherever possible; develop and administer specific programs designed to increase Canadian content. Programs include the Ontario government's policy to purchase from Canadian suppliers if their prices are no more than 10% higher than those offered by foreign suppliers and a review process to maximize national industrial development benefits derived from Ontario procurement.

#### INDUSTRIAL POLICY AND ANALYSIS BRANCH

MIT 20

900 Bay St., 7th Flr., Hearst Block  
Queen's Park, Toronto M7A 2E1  
416-965-7196

The Industrial Policy Section analyses broad economic and industrial issues, conducts studies and develops policy recommendations on major **industrial** policy matters.

The Sector Policy Section monitors and analyzes issues affecting the secondary **manufacturing** sectors in Ontario, carries out sector specific studies in conjunction with industry and the federal government and publishes sectoral profiles describing the basic characteristics, issues and data pertaining to each sector.

The Industrial Analysis Section maintains and analyzes company specific and industry-wide databases and provides computerbased analytical and modelling capability to support the policy development work of the branch. The section develops and maintains a Ministry-wide database on manufacturing establishments in Ontario and publishes the '**Made in Ontario**' directory of Ontario manufactured products.



**ENERGY GROUP**

MIT 21

900 Bay St., 7th Flr., Hearst Block  
Queen's Park, Toronto M7A 2E1  
416-965-4356

The Energy Group deals with all aspects of **energy** problems and opportunities relating to Ontario's **manufacturing** sectors. Policy development activities include evaluating and recommending programs and policies, analyzing current and future trends to assist **industry** in **energy conservation**. Program delivery activities include: administering the **Energy Bus Program** (equipped with a computerized service to assist small and medium sized **business** in **energy conservation**); administering the federal-provincial agreement for renewable energy demonstration projects and energy conserving products; ensuring the transfer of advanced **technology** in the energy field; actively pursuing an industry energy conservation program and assessing and supporting industrial products related to energy.

**ASSISTANT DEPUTY MINISTER - TRADE****INTERNATIONAL OFFICES BRANCH**

MIT 22

900 Bay St., 5th Flr., Hearst Block  
Queen's Park, Toronto M7A 2E1  
416-965-5834

The branch is responsible for the administration and staffing of the foreign offices. These offices promote, support and assist Ontario **export** efforts abroad as well as identify foreign investment potential for Ontario.

The branch manages an international intern program to increase staff skills and expertise in international marketing. Foreign offices listed below assist **business** and the **manufacturing industry** in developing **trade** leads and sales outlets.

**INTERNATIONAL OFFICES**

Peachtree Centre, Harris Tower  
233 Peachtree St. N.E., Ste. 501  
**Atlanta, Georgia 30303**  
404-681-1524

14901 Quorum Dr., Ste. 835  
**Dallas, Texas 75240**  
214-386-8071

Prudential Bldg., Ste. 4066  
800 Boylston St.  
**Boston, Massachusetts 02199**  
617-266-7172

Bockenheimer Landstr 51/53  
**D-6000 Frankfurt 1, Germany**  
011-49-611-720971

Ontario House  
Rue Royale 97-99  
**B-1000, Brussels, Belgium**  
011-32-2-218-0600

Admiralty Centre, Tower I  
18 Harcourt Road, Ste. 1303  
**Hong Kong**  
011-852-5-276421

208 South LaSalle St., Ste. 1816  
**Chicago, Illinois 60604**  
312-782-8688

Ontario House  
Charles II St.  
**London, SW1Y 4QS England**  
011-44-1-930-6404

700 S. Flower St., Ste. 1420  
**Los Angeles, California 90017**  
213-622-4302

1 Embarcadero Center  
Ste. 2107  
San Francisco, California 94111  
415-989-0850

767 Third Ave., Ste. 2800  
New York, New York 10017  
212-308-1616

Ontario House  
109, rue de Faubourg Saint Honor  
75008 Paris, France  
011-33-1-563-1634

Pennwalt Bldg.  
3 Parkway  
Philadelphia, Pennsylvania 19102

World Trade Centre Bldg.  
Rm. 1219  
4-1 Hamamatsu-cho 2-chome  
Minato-ku, Tokyo 105, Japan  
011-81-3-436-4355

#### ONTARIO HOUSE

MIT 23

Charles II St.  
London, England SW1Y 4QS  
011-44-1-930-6404

Ontario House is part of this Ministry's International Offices Branch. The Agent General, Ontario House, is responsible for representational and other activities in Britain and Ireland on behalf of all Ontario government ministries. This office promotes Ontario **tourism**, and provides the public, business groups and the media with information on Ontario. This office is involved in the development of **agricultural** opportunities in Europe and acts as a **cultural** representative of Ontario.

#### TRADE POLICY AND ANALYSIS BRANCH

MIT 24

900 Bay St., 5th Flr., Hearst Block  
Queen's Park, Toronto M7A 2E1  
416-965-2656

The branch assists in the development of Ontario policy positions on **international trade** issues and in identifying appropriate policy and program responses. In addition it assists Ontario **business** in dealing with trade related problems, particularly those arising from unfair **trade** practices by foreign competitors in Canada or discriminatory treatment in markets abroad. It provides assistance by dealing with problems directly, by intervention with the relevant Federal offices and by directing inquiries to the appropriate Ontario government agency. Assistance has focused on such issues as: **tariff** information for **exporters**, **importers** and potential investors; information on customs duty remissions and drawbacks; information on **patent** regulations in Canada and abroad; identifying **food**, **drug** and safety standards that may affect Ontario **exporters**; information and monitoring on procurement of goods and services; examination of suspected unfair **trade** practices arising from labelling and marks of origin of foreign goods; assistance on **import** issues such as anti-dumping, countervail and safeguard procedures. Branch services are delivered from Queen's Park and the Ministry's field offices listed under this Ministry's International Offices Branch entry, MIT 22.



INTERNATIONAL TRADE AND INVESTMENT  
BRANCH

MIT 25

900 Bay St., 5th Flr., Hearst Block  
Queen's Park, Toronto M7A 2E4  
416-965-2852

The Export Consulting Section (963-2500) assists non-exporters to enter the export market, small **exporters** to broaden export activities and experienced exporters to increase market penetration. Section coordinates and manages educational seminars, liaises with export associations and clubs, manages export managers for hire, trade aids programs and other trade related programs.

The United States Section (965-5704) and the Overseas Section (965-5701) plan, develop and operate **trade** programs in the U.S. and Overseas. Recruit and lead Ontario manufacturers on trade missions, fairs and exhibitions. Approve and handle incoming buyers and official trade delegations with potential to do business and invest in Ontario.

The **Export Success Fund** Section (963-3083) provides initiatives in the form of **grants** to **manufacturers**, trading houses, export marketing consortia and **trade** associations to encourage Ontario companies to **export** their goods and products and to break into new foreign markets.

Branch services are delivered from Queen's Park and the Ministry's international and domestic field offices listed under International Offices Branch entry, MIT 22 and Domestic Field Offices entry, MIT 11.

## AGENCIES

For some background information on ministerial agencies, boards and commissions, see the first entry under Royal Commissions, Special Purpose Bodies and Others (COMM 1). Some of this Ministry's agencies are listed below. For information on agencies not listed, contact this Ministry's information or communications branch.

## DEVELOPMENT CORPORATIONS

MIT 26

1200 Bay St.  
Toronto M7A 2E7  
416-965-4622

The **Ontario Development Corporation (ODC)**, **Eastern Ontario Development Corporation (EODC)** and **Northern Ontario Development Corporation (NODC)** assist in and encourage the development and diversification of Ontario **industry** by providing: **financial assistance** through bank guarantees, term **loans**, and incentive loans; sites, facilities, and services in two industrial parks; technical, **business**, and financial information and advice. **Tourism** operations, secondary **manufacturing** industries and selected service industries may avail themselves of this service. Financial assistance is available for establishing new operations, expanding existing operations, initial production of new high technology products, **export** financing, purchase of fixed assets of Ontario based foreign-owned companies, purchase of **pollution** control and **energy** saving equipment. Contact the corporations' head office or appropriate field office listed below.

**ONTARIO DEVELOPMENT CORPORATION**

20 Hughson St. S., Ste. 601

**Hamilton L8N 2A1**

416-527-3010

If long distance ask Operator  
for Zenith 42920

305 King St. W., Ste. 507

**Kitchener N2G 1B9**

519-744-1991

If long distance ask Operator  
for Zenith 42920

195 Dufferin Ave., Ste. 607

**London N6A 1K7**

519-433-2871

If long distance ask Operator  
for Zenith 42920

73 Mississauga St. E.

P.O. Box 746

**Orillia L3V 6K7**

705-325-5553

If long distance ask Operator  
for Zenith 42920

139 George St. N.

**Peterborough K9J 3G6**

705-742-3459

For toll-free number check  
blue pages of telephone directory

5 Fairview Mall Dr., Ste 480

**Toronto M2J 2Z1**

416-491-7996

If long distance ask Operator  
for Zenith 42920

**ONTARIO RESEARCH FOUNDATION**

Sheridan Park

Mississauga L5K 1B3

416-822-4111

The Ontario Research Foundation provides Canadian industry, consultants and governments with a broad range of **research** and development and **technological** services through non-profit, contract **industrial** research. All work undertaken for clients is confidential and paid for by the client. The multi-disciplinary, independent **laboratory** facilities of Ontario Research Foundation are used by over 2,000 companies each year for projects ranging from short-term feasibility studies through **manufacturing** product and

201 City Centre Dr., Ste. 606

**Mississauga L5B 2T4**

416-279-9150

**EASTERN ONTARIO DEVELOPMENT CORPORATION**

1055 Princess St., Ste. 308

**Kingston K7L 5T3**

613-547-2251

If long distance ask Operator  
for Zenith 42920

56 Sparks St., Ste. 404

**Ottawa K1P 5A9**

613-566-3707

If long distance ask Operator  
for Zenith 42920

**NORTHERN ONTARIO DEVELOPMENT CORPORATION**

435 James St.

**Thunder Bay P7C 5G6**

807-475-1671

If long distance ask Operator  
for Zenith 42920

273 Third Ave.

**Timmins P4N 1E2**

705-264-1323

If long distance ask Operator  
for Zenith 42920

199 Larch St., 4th Flr.

**Sudbury P3E 5P9**

705-675-4333

If long distance ask Operator  
for Zenith 42920

MIT 27



process development to long-range **scientific** and **engineering** investigation. The Ontario Research Foundation operates a **library**.

#### ONTARIO INTERNATIONAL CORPORATION

MIT 28

900 Bay St., 8th Flr., Hearst Block  
Queen's Park, Toronto M7A 2E4  
416-965-3013

The Ontario International Corporation (OIC) markets Ontario expertise in major capital development projects internationally, helps coordinate consulting and technical packages with appropriate Ontario **businesses** by acting as a government to government contact in foreign markets. Promotes and supports the marketing of Ontario Government expertise and systems internationally. **OIC** is not a funding agency but it provides contacts and analysis of priority market opportunities. It assists in bringing in influential officials from developing countries to Ontario to see the potential of Ontario firms and it assists in introducing Ontario entrepreneurs to foreign clients.

#### METROPOLITAN TORONTO CONVENTION CENTRE CORPORATION

MIT 29

Ste. 1602, P.O. Box 46  
20 Queen St. W.  
Toronto M5B 3R3  
416-597-1755

The Metropolitan Toronto Convention Centre Corporation is responsible for the operation of the convention centre. A Crown corporation of the Province, it reports to the Minister of Industry and Trade.

#### IDEA CORPORATION

MIT 30

33 Yonge St., Ste. 800  
Toronto M5E 1V3  
416-362-4400

The IDEA (Innovative Development for Employment Advancement) Corporation, established in 1981, is responsible for identifying the needs of **industry** in Ontario and serves as a broker among private, public and university **research** interests, to ensure that technological innovation takes place and is converted into profitable **business** ventures.

Accordingly, the **IDEA Corporation** has been provided with an **investment** fund for placement in promising technological development projects. The Corporation will place investments in projects which may involve private, public, and university **research** and development interests, and will engage in **joint ventures** and technology development contracts on a project-by-project basis.

#### ACTS

#### ACTS

MIT 31

The Ministry of Industry and Trade is designated to administer the following Acts.

Development Corporations Act, (1973)  
Massey - Ferguson Limited Act, (1981)  
Ministry of Industry and Trade Act (1982)

Ontario regulation 496/80 - Ontario International Corporation  
Research Foundation Act, (1944)  
Technology Centres Act, (1982)  
The IDEA Corporation Act, (1981)



## MINISTRY OF INTERGOVERNMENTAL AFFAIRS

Mowat Block, Queen's Park  
Toronto M7A 1B9

The Ministry of Intergovernmental Affairs was created on August 18, 1978 to address the need for more concerted interest and efforts in the relationships between Ontario and various levels of government. On April 1, 1981 the municipal affairs area was merged with the Ministry of Housing to create the Ministry of Municipal Affairs and Housing.

The Ministry of Intergovernmental Affairs is now responsible for relations between Ontario and governments outside our provincial jurisdiction, primarily with the federal and other provincial governments and also with governments beyond Canada. The Ministry is also responsible for the Office of Protocol.

### DEPUTY MINISTER'S OFFICE

#### GOVERNMENT COORDINATOR FRENCH LANGUAGE SERVICES

MIA 1

Mowat Block, 6th Flr.  
Toronto M7A 1C2  
416-965-3865

The Government Coordinator of French Language Services implements the government's policy on **French language services** (the provision of such services to the **Franco-Ontarian** public). The branch provides related information and advice to other Ontario government ministries, the media and the public. The branch publishes, in French, a monthly publication '**Coup d'Oeil**' which contains a summary of government programs available (free of charge) to associations and the general public. Its public information program, **Renseignements-Ontario**, provides information in French on government services. Directed to the entire francophone population of Ontario, it can be reached by calling 1-800-268-7507 from any point in the province (except area code 807 call collect 416-965-3865).

#### BÜREAU DU COORDONNATEUR DES SERVICES EN FRANCAIS

Le coordonnateur provincial des services en français est responsable de la mise en oeuvre de la politique sur les **services en français** offerts par le gouvernement. Il a comme rôle principal de coordonner les efforts des ministères, les conseiller en matière de **services en français** et présenter au gouvernement des recommandations pour lui permettre de formuler une politique de services pour les francophones. Le bureau du coordonnateur publie un bulletin mensuel, '**Coup d'oeil**', dans lequel se trouve un résumé des programmes des divers ministères. Le service téléphonique, sans frais, de **Renseignements-Ontario** offre un programme d'information sans frais à tous les **Franco-Ontariens**. Ils n'ont qu'à signaler le 1-800-268-7507. Les résidents du nord-ouest, dans la circonscription du code régional 807, doivent signaler 416-965-3865, frais virés.

## INFORMATION SERVICES

MIA 2

Mowat Block, 6th Flr.

900 Bay St.

Queen's Park, Toronto M7A 1C2

416-965-4706

Information Services meets the communications needs of the Ministry. The unit informs the public, other ministries and governments and the media about the Ministry's activities. It handles publication, promotional and advertising requirements for the Ministry and provides communications support to the Minister, the Deputy Minister and senior staff. The unit keeps track of happenings in other provinces and helps ensure Ontario information reaches interested governments in Canada and abroad. It operates the Ministry **reading room** which provides public access to ministry publications, statutes and some of its manuals and internal procedures.

## SERVICE D'INFORMATION

Le Service D'information répond aux besoins du ministère en matière de communication. Le service est chargé d'informer le public, les différents ministères, le gouvernement et les médias des activités du ministère. Il est aussi responsable de la production des publications du ministère, de même que des campagnes de promotion et de publicité. Le Service d'information collabore aussi aux activités de communication du ministre, du sous-ministre et du personnel cadre du ministère. Il doit aussi veiller à ce que l'information qui émane de l'Ontario soit diffusée adéquatement auprès des autres gouvernements au Canada et à l'étranger, tout en s'assurant d'informer le gouvernement de l'Ontario des événements qui surviennent ailleurs. Enfin, le Service d'information met à la disposition du public une salle de lecture, où les publications et autres documents du ministère peuvent être consultés.

## OFFICE OF PROTOCOL

MIA 3

Mowat Block, 5th Flr.

900 Bay St.

Queen's Park, Toronto M7A 1B8

416-965-1215

The Office of Protocol answers inquiries from other branches, agencies and the public about **protocol** procedures and social etiquette. Coordinates VIP visits and arranges official Ontario **ceremonies**, conferences and special events (965-0411). A government **hospitality fund** (965-5480) provides resources to host hospitality functions (e.g., luncheons, dinners, receptions) where the government officially welcomes visitors from outside Ontario who attend national or international events. Requests for assistance should be in writing to: The Minister of Intergovernmental Affairs, Queen's Park, Toronto, M7A 1B8.

## PLANNING AND MANAGEMENT GROUP

MIA 4

Mowat Block, 6th Flr.

900 Bay St.

Queen's Park, Toronto M7A 1B9

416-965-5514

Planning and Management Group provides internal policy and administrative support to the Ministry including long range policy planning, liaison with Cabinet committees and other ministries, preparation of annual estimates, monitoring of expenditures and human



resources development policy. It coordinates the **Affirmative Action Program** for this Ministry to improve the status of Ontario government female employees with the ultimate aim of ensuring equal opportunity for women.

#### INTERNATIONAL RELATIONS BRANCH

MIA 5

Mowat Block, 5th Flr.

900 Bay St.

Queen's Park, Toronto M7A 1C2

416-965-3356

International Relations Branch provides policy advice on Ontario's foreign and **international** activities, and on the activities in the Province of foreign countries and their representatives. The branch coordinates such activities as Ontario's participation in international conferences, the assessment of **treaties** and agreements, and the provision of provincial assistance following a **disaster** abroad. Provides **federal-provincial** liaison between the Ontario Government and Canada's **Department of External Affairs**. The branch is responsible for two offices: Ontario House in Paris, France and Ontario House in Brussels, Belgium.

##### *Ontario House*

97-99 Rue Royale

**1000 Brussels, Belgium**

From Canada telephone: 011-32-2-218-0600

##### *Ontario House*

109 rue du Faubourg St. Honoré

**75008 Paris, France**

From Canada telephone: 011-33-1-563-16-34

#### FEDERAL-PROVINCIAL RELATIONS BRANCH

MIA 6

Mowat Block, 5th Flr.

900 Bay St.

Queen's Park, Toronto M7A 1B9

416-965-2927

The Federal-Provincial Relations Branch provides policy advice on Ontario's participation in **federal-provincial** and **interprovincial** relations. Assesses current **constitutional** issues in confederation including such matters as the distribution of powers and reform of central institutions. Identifies the effect of policy and program initiatives on Ontario's relations within Confederation. Makes recommendations to ministries on specific interprovincial or federal-provincial issues. Through the Ontario-Quebec Permanent Commission (OQPC) promotes educational, public administration and cultural exchanges with Quebec by governments, individuals, groups, schools and organizations.

#### ONTARIO-QUEBEC PERMANENT COMMISSION

MIA 7

Mowat Block, 5th Flr.

900 Bay St.

Queen's Park, Toronto M7A 1C2

416-965-2927

The Ontario-Quebec Permanent Commission (OQPC) promotes **cultural** and **educational exchanges** between governments, individuals, groups, schools and organizations in Ontario and **Quebec** to foster understanding and cooperation between residents of the two provinces. The OQPC does not fund or operate programs directly but encourages Ontario and Quebec ministries responsible for such areas as education and cultural affairs to provide joint program funding and grants. Also coordinates exchanges between Ontario

and Quebec civil servants to permit sharing of views and experiences on common problems of public administration.

## AGENCIES

For some background information on ministerial agencies, boards and commissions, see first entry under Royal Commissions, Special Purpose Bodies and Others (Comm 1).

### COUNCIL FOR FRANCO-ONTARIAN AFFAIRS

MIA 8

Mowat Block, 4th Flr.

900 Bay St.

Queen's Park, Toronto M7A 1C2

416-965-0598, 965-0599 (collect calls accepted)

The **Council for Franco-Ontarian Affairs** is an advisory body which makes recommendations to Ontario government ministries (except the Ministry of Education) on matters affecting Franco-Ontarians within the responsibility of their ministries. The 15 council members, including the full-time chairperson, are French speaking Ontarians, appointed by Order-in-Council for three year terms, who are representative of various professions and regions of the Province. The Council maintains close liaison with the **Franco-Ontarian** community, keeping well informed of Franco-Ontarians' expectations of, and needs for, government services in **French**. Constant communication is maintained with ministries concerning the formulation and implementation of policies affecting Franco-Ontarians. The Council conducts and/or initiates a wide variety of publications, **research** projects, surveys, meetings and seminars.

### CONSEIL DES AFFAIRES FRANCO-ONTARIENNES (CAFO)

Le Conseil des Affaires franco-ontariennes est un organisme consultatif chargé par le gouvernement ontarien de conseiller les ministres sur toute question dont leurs ministères respectifs sont responsables et qui affecte les Franco-Ontariens ainsi que sur toute question qu'il aura été chargé d'examiner par l'un des ministres, sauf pour ce qui a trait au domaine de l'éducation.

Le conseil est composé de 15 membres et d'un président à plein temps nommé par le Lieutenant-gouverneur en Conseil. Ces membres, tous Franco-Ontariens, ne sont ni fonctionnaires, ni employés d'un organisme gouvernemental.

## ACTS

### ACTS

MIA 9

The Ministry of Intergovernmental Affairs administers the Ministry of Intergovernmental Affairs Act.



## MINISTRY OF LABOUR

400 University Ave.  
Toronto M7A 1T7

In 1882, the Ontario government established the Bureau of Industry under the Department of Agriculture. In 1900, Ontario expanded its own labour service by establishing a Bureau of Labour and transferring labour affairs from the Department of Agriculture to Public Works. The Bureau of Labour was replaced in 1916 by the Trades and Labour Branch, still under Public Works. In April 1919, the Ontario Legislature passed Bill 169 to establish the Department of Labour and bring all labour matters under a single ministry. The **Department of Labour Act** was repealed in 1970 and replaced by the **Ministry of Labour Act**. The Department of Labour was renamed the Ministry of Labour under the **Ministry of Labour Act**.

The Ministry of Labour serves employees and employers by promoting sound industrial relations, safe working conditions, and equality of treatment and opportunity in employment. Its programs are concerned with rights and responsibilities of the individual worker; rights and obligations of management and labour; and ensuring health and safety in the work place. The Ministry is assisted in its work by a range of specialized agencies, boards and commissions including the Workers' Compensation Board, the Ontario Labor Relations Board, the Ontario Human Rights Commission, the Ontario Manpower Commission, the Advisory Committee on the Quality of Working Life and the Advisory Council on Occupational Health and Occupational Safety.

### DEPUTY MINISTER'S OFFICE

#### AFFIRMATIVE ACTION PROGRAM

LABOUR 1

400 University Ave., 14th Flr.  
Toronto M7A 1T7  
416-965-1828

The Affirmative Action Program Manager plans, develops and coordinates the Affirmative Action Program to improve the status of the Ministry's female employees with the ultimate aim of ensuring equal opportunity for women. The Women Crown Employees Office (see CABINET 5) is responsible for the coordination of the **Affirmative Action Program** for the government as a whole, while the Women's Bureau (see CABINET 6) deals with the status of non-government female employees.

#### LEGAL BRANCH

LABOUR 2

400 University Ave., 7th Flr.  
Toronto M7A 1T7  
416-965-6625

Legal Branch counsels the Ministry on legal matters, including the interpretation of statutes and regulations and the preparation and review of proposed legislation, regulations and other legal documents. It supplies the Ministry with general legal services such as preparing litigation, the settlement of claims, acting at court hearings, etc.. The Legal Branch is responsible to the Attorney General's Office.

## ONTARIO QUALITY OF WORKING LIFE CENTRE

LABOUR 3

400 University Ave., 15th Flr.

Toronto M7A 1T7

416-965-5958

The **Quality of Working Life (QWL)** embodies a concept with interlocking goals: greater self-fulfilment of **employees** and better performance of an organization for the benefit of the employees, the unions and the employers. The Centre assists in establishing joint labour-management QWL projects in specific organizations and communities; helps to provide training of individuals and organizations in QWL approaches. It also undertakes information and **research** activities, promotes a community interest in QWL concepts and publishes a newsletter on QWL developments and occasional papers and pamphlets on QWL.

## PROGRAM ANALYSIS AND IMPLEMENTATION

## EMPLOYMENT STANDARDS BRANCH

LABOUR 4

400 University Ave., 3rd Flr.

Toronto M7A 1T7

416-965-5251

The branch, under the Director of Employment Standards, is responsible for the administration of the **Employment Standards, Industrial Standards, and Employment Agencies Acts**, as well as the **Ontario Government Fair Wage Schedules**.

In administering the **Employment Standards Act**, the branch develops and enforces minimum standards of **labour** and **employment** such as minimum **wage**, overtime **pay**, **vacation** pay, public **holidays**, **pregnancy leave**, equal pay for equal work, notice of termination of employment, equal benefits, hours of work, and the collection of unpaid wages.

The branch issues **permits** and/or approvals authorizing: hours of work in excess of the statutory limitations, compressed work week schedules, the averaging of hours for the purpose of overtime wages, the employment of homeworkers who work in their own private residences, and the paying of **handicapped employees** at less than the minimum wage rates.

The Act also covers agricultural or farm workers who harvest fruit, vegetable or tobacco crops. The **Agricultural Advisory Committee** appointed by the Minister of Labour assists the government in determining the appropriate level of standards to apply to this sector of the agricultural industry.

The **Industrial Standards Act** provides a means whereby employees and employers may jointly request a schedule of working conditions for their particular industry. When the schedule has been prepared and accepted by both groups and has been approved by the Ministry, the schedule becomes the standard for that industry or trade in a designated zone. Any properly defined industry may take advantage of the legislation; it is now being utilized by the garment and fur industries.

The **Fair Wage Schedule** on government contracts ensures that employees working on government projects in the construction, building cleaning and security industries receive fair labour rates, and offers contractors a measure of protection from unfair competition based on labour costs when bidding on government contracts. Such contracts contain wages and labour conditions which are applicable to the zone where the work is being carried out and which must be adhered to by the contractor(s).



The **Employment Agencies Act** provides for the **licensing** and regulation of employment agencies in Ontario. In Toronto dial 965-0631.

For information on any of the programs of the branch contact one of the following offices in the Province:

Ontario Government Building  
119 King St. W., 8th Flr.  
**Hamilton L8N 3Z9**  
416-521-7740

If long distance dial  
1-800-263-6906

808 Robertson St.  
**Kenora P9N 1X9**  
807-468-3128  
If long distance dial  
1-800-465-7794

1055 Princess St.  
**Kingston K7L 1H3**  
613-547-3414  
If long distance dial  
1-800-267-0915

824 King St. W.  
**Kitchener N2G 1G1**  
519-744-8101  
If long distance dial  
1-800-265-8723

205 Oxford St. E., 2nd Flr.  
**London N6A 5G6**  
519-439-3231  
If long distance dial  
1-800-265-4707

2197 Riverside Dr., Ste. 301  
**Ottawa K1H 7X3**  
613-523-7530  
If long distance dial  
1-800-267-1916

390 Bay St.  
**Sault Ste. Marie P6A 1X2**  
705-949-3331

205 King St.  
**St. Catharines L2R 3J5**  
416-682-7261  
If long distance dial  
1-800-263-7260

199 Larch St.  
**Sudbury P3E 5P9**  
705-675-4455  
If long distance dial  
1-800-461-4000

435 James St. S.  
**Thunder Bay P7E 6E3**  
807-475-1691  
If long distance dial  
1-800-465-6937

273 Third Ave., Ste. 400  
**Timmins P4N 1E2**  
705-267-6231  
If long distance ask  
operator for Zenith 57740

400 University Ave., 3rd Flr.  
**Toronto M7A 1V2**  
416-965-5251  
If long distance dial  
1-800-268-9001

500 Ouellette Ave.  
**Windsor N9A 1B3**  
519-256-8278  
If long distance dial  
1-800-265-1333

## PLANT CLOSURE REVIEW AND EMPLOYMENT

LABOUR 5

### ADJUSTMENT BRANCH

400 University Ave., 10th Flr.

Toronto M7A 1V2

416-965-0853

Coordinates various Ontario Government ministries' programs to respond to particular **plant closures** by Ontario **industry**. Advises the public on the requirements under the Employment Standards Act concerning the termination of **employment** in Ontario.

## HANDICAPPED EMPLOYMENT PROGRAM

LABOUR 6

400 University Ave., 10th Flr.

Toronto M7A 1T7

416-965-2321

The program provides **affirmative action** consulting services, both proactive and in response to requests, to private sector employers regarding initiatives to increase **employment** opportunities for **physically disabled** workers. Is active in community development to identify and resolve barriers to the employment of disabled people at a local level. Facilitates links between employers, trade unions, health professionals, **handicapped** persons, special interest groups, voluntary programs, social agencies, related government programs, educators, architects and insurers, at both a community and provincial level. Provides a public resource centre (a list of resources is available upon request), engages in public education, and advises handicapped persons seeking employment or promotion. Advises government on policy and **legislation** affecting the employment of disabled people.

## RESEARCH BRANCH

LABOUR 7

400 University Ave., 11th Flr.

Toronto M7A 1T7

416-965-6101

The branch provides information on **labour relations**, labour **statistics**, minimum wage, **work injury statistics**, fair wage, **employment** standards, lay-offs and **collective bargaining** agreements. Provides the Ministry with internal policy analysis. Collects, analyzes and maintains a **library** on Ontario collective bargaining agreements (965-6135).

## FINANCE AND ADMINISTRATION DIVISION

### ADMINISTRATIVE OPERATIONS BRANCH

LABOUR 8

434 University Ave., 3rd Flr.

Toronto M5G 1R6

416-965-6115

The branch provides the Ministry with purchasing of goods and services, supply management, printing, duplicating and word processing services, mail and transportation services, records management, assets management, and the maintenance of policy and procedures manuals (e.g., Manual of Administration). The branch provides liaison with the Ministry of Government Services to coordinate common services such as telephones, acquisition and design of office accommodation and purchasing of commonly used supplies. Administrative Operations Branch is also responsible for the provision and supervision of administrative support personnel in the district and field office locations throughout Ontario.



The branch also operates an **Information Centre** on the main floor of the Ministry's offices at 400 University Avenue, Toronto (965-9500) that provides general information service on, and referrals to, Ministry programs.

#### COMMUNICATIONS BRANCH

LABOUR 9

400 University Ave., 2nd Flr.  
Toronto M7A 1T7  
416-965-7941

The Communications Branch informs the public, client groups and the media about the Ministry's activities. The branch provides communications support to the Minister, the Deputy Minister, senior managers and program areas. Its activities include media liaison and producing and distributing information materials.

#### ACCOUNTING SERVICES OFFICE

LABOUR 10

400 University Ave., 2nd Flr.  
Toronto M7A 1T7  
416-965-4148

Accounting Services Office is responsible for general accounting functions, including payroll, expense account services, accounts payable, and financial liaison with the Provincial Auditor and other government ministries and agencies.

#### INTERNAL AND MANAGEMENT AUDIT

LABOUR 11

400 University Ave., 15th Flr.  
Toronto M7A 1T7  
416-965-4137

Internal and Management Audit is responsible for the Ministry's audit functions which include the review and appraisal of Ministry management, financial and operational controls.

#### MANAGEMENT PLANNING BRANCH

LABOUR 12

400 University Ave., 15th Flr.  
Toronto M7A 1T7  
416-965-9809

The Management Planning Branch was newly formed in 1982-83 as a result of a reorganization of responsibilities and staff within the Finance and Administration Division.

The role of this branch is to provide a complete range of planning and advisory services to executive and program management levels at the Ministry. Responsibilities of the branch include: financial planning; human resource planning; office systems planning; liaison with central agencies of the government; and management improvement.

#### PERSONNEL BRANCH

LABOUR 13

400 University Ave., 2nd Flr.  
Toronto M7A 1T7  
416-965-6121

Personnel Branch works mainly in an advisory capacity with line managers who have primary responsibility for personnel matters within their units. Personnel Branch is responsible for the establishment of ministry personnel policies and procedures, the establishment of appropriate classification and compensation levels for all ministry employees,

staff recruitment, training and employee counselling, the investigation of employee grievances, and all matters affecting working conditions and performance. The branch maintains the ministry's personnel, payroll and employee benefit records. It also provides liaison between the Ministry, the Civil Service Commission, and the Ontario Public Service Employees Union (OPSEU).

The branch is responsible for the administration of the Public Service Act, the Crown Employees Collective Bargaining Act, and the Collective Agreement as they relate to ministry employees.

The branch also coordinates the ministry's summer **youth employment** programs including **Students in Training Industrial Relations (STIR)**.

#### SYSTEMS AND ADP BRANCH

LABOUR 14

400 University Ave., 12th Flr.  
Toronto M7A 1T7  
416-965-4165

The Systems and ADP (Automatic Data Processing) Branch provides a complete range of systems development support to all areas in the Ministry. This includes manual systems and computer applications wherever appropriate. Project management includes feasibility studies, cost/benefit analysis, systems design, implementation, data entry, quality control, maintenance and ongoing scheduling and processing of all operational systems which support program managers.

#### LIBRARY

LABOUR 15

400 University Ave., 10th Flr.  
Toronto M7A 1T7  
416-965-1641

The Library contains Labour and Occupational Health and Safety related material. The Library operates the Ministry **reading room** which provides public access to Ministry publications, statutes and some manuals and internal procedures used by the Ministry.

#### OCCUPATIONAL HEALTH AND SAFETY DIVISION

##### PROGRAM ADMINISTRATION

LABOUR 16

400 University Ave., 14th Flr.  
Toronto M7A 1T7  
416-965-2608

The Strategic Policy Unit and the Program Development Unit are responsible for the identification and development of control strategies for toxic substances as well as other division wide policies and procedures.

##### CONSTRUCTION HEALTH AND SAFETY BRANCH

LABOUR 17

400 University Ave., 8th Flr.  
Toronto M7A 1T7  
416-965-7161

The branch is responsible for encouraging **construction** employers and employees across the Province to prevent occupational health and **safety** injuries, accidents and fatalities,



in order to reduce the economic and social losses resulting from occupational health and safety hazards.

The branch administers and enforces the provisions of the **Occupational Health and Safety Act**, R.S.O. 1980 c.321, and the Revised Regulations of Ontario 691/80 made thereunder. The Act encompasses regulations for the **health** and safety of workers (**employees** and on-site **employers**) in the construction industry, including work on **buildings**, streets, sewers, watermains, underground work and work done using compressed air. The branch periodically inspects **construction** sites and investigates complaints, refusals to perform unsafe work, **accidents** and fatalities. Prosecutions are usually recommended for contraventions of the legislation that could result in critical or fatal injuries to a worker.

The professional engineering staff provide expertise to construction safety managers and officers within the branch, labour-management groups, manufacturers of equipment used in the construction industry, professionals such as architects and engineers, and others.

The branch offers assistance to the Ministry of the Solicitor General by releasing copies of reports of investigations into construction **deaths** to the Chief Coroner and local coroners. Branch staff are also called upon to give evidence at coroners' inquests into these fatalities or in some cases to provide expert technical information.

The branch delivers its program through its head office located at the above noted address and three administrative regions. Each region is subdivided into districts as indicated below:

## CENTRAL REGION

### *Regional Office*

2500 Lawrence Ave. E.  
**Scarborough M1P 2R7**  
416-750-3560

2 Robert Speck Parkway  
**Mississauga L4Z 1H8**  
416-273-7814

400 University Ave., 8th Flr.  
**Toronto M7A 1T7**  
416-965-7161

139 George St. N.  
**Peterborough K9J 3C6**  
705-742-3436

## NORTHEASTERN REGION

### *Regional Office*

2197 Riverside Dr.  
3rd Flr., Pebb Bldg.  
**Ottawa K1H 7X3**  
613-523-7530

If long distance dial  
1-800-267-1916

1055 Princess St.  
**Kingston K7L 5T3**  
613-547-3414

If long distance dial  
1-800-267-0915

390 Bay St., 3rd Flr.  
**Sault Ste. Marie P6A 2A7**  
705-949-3331

199 Larch St., 6th Flr.  
**Sudbury P3E 5P9**  
705-675-4455  
If long distance dial  
1-800-461-4000

435 James St. S.  
Postal Station 'F'  
**Thunder Bay P7E 6E3**  
807-475-1691  
If long distance dial  
1-800-465-6937

Timcor Bldg.  
273 Third Ave., 4th Flr.  
**Timmins P6A 2A7**  
705-267-6231  
If long distance dial  
1-800-461-4000

#### **WESTERN REGION**

*Regional Office*  
Ontario Government Building  
119 King St. W., 8th Flr.  
**Hamilton L8N 3Z9**  
416-521-7746  
If long distance dial  
1-800-263-6906

824 King St. W.  
**Kitchener N2G 1G1**  
519-744-8101  
If long distance dial  
1-800-265-8723

205 Oxford St. E., 2nd Flr.  
**London N6A 5G6**  
519-439-3231  
If long distance dial  
1-800-265-4707

205 King St.  
**St. Catharines L2R 3J4**  
416-682-7261  
If long distance dial  
1-800-263-7260

500 Ouellette Ave., Rm. 605  
**Windsor N9A 1B3**  
519-256-8278  
If long distance dial  
1-800-265-1333

#### **INDUSTRIAL HEALTH AND SAFETY BRANCH**

**LABOUR 18**

400 University Ave., 9th Flr.  
Toronto M7A 1T7  
416-965-4125

The branch established under the **Occupational Health and Safety Act** administers programs designed to reduce the incidence of illness and injury of workers in **industry**. (For the construction and mining industries, see Construction Health and Safety Branch, LABOUR 17, and Mining Health and Safety Branch, LABOUR 19.)

The branch encourages employers and employees to assume primary responsibility for occupational **health** and **safety** programs; assists them in establishing internal responsibility systems; and consults with them so that potential problems are recognized, evaluated and controlled and ongoing safety programs are established. Industrial Health and Safety Officers, operating out of 17 district offices throughout the Province, periodically inspect industrial establishments and logging sites and investigate refusals to work under unsafe conditions, **deaths** and serious **accidents**. Regional engineers in the district offices review plans for new **buildings** and alterations to existing ones to check for occupational health and safety hazards prior to construction. The head office at 400 University Ave., 9th Flr., is responsible for overall program implementation. Industrial Health and Safety Officers and Engineers operate out of the following district offices:



114 Worsley St., 5th Flr.  
**Barrie L4M 1M1**  
 705-722-6642

Ontario Government Building  
 119 King St. W., 8th Flr.  
**Hamilton L8N 3Z9**  
 416-521-7744  
 For toll free number check the  
 blue pages of telephone directory

1055 Princess St.  
**Kingston K7L 1H3**  
 613-547-3414  
 If long distance dial  
 1-800-267-0915

824 King St. W.  
**Kitchener N2G 1G1**  
 519-744-8101  
 If long distance dial  
 1-800-265-8723

205 Oxford St. E., 2nd Flr.  
**London N6A 5G6**  
 519-439-3231  
 If long distance dial  
 1-800-265-4707

222 McIntyre St. W., 3rd Flr.  
**North Bay P1B 2Y8**  
 705-476-2711

2197 Riverside Dr.  
**Ottawa K1H 7X3**  
 613-523-7530  
 If long distance dial  
 1-800-267-1916/7

139 George St. N.  
**Peterborough K9J 3G6**  
 705-876-1800

390 Bay St.  
**Sault Ste. Marie P6A 1X2**  
 705-949-3331

700 Christina St. N.  
**Sarnia N7V 3C2**  
 519-336-1200

205 King St.  
**St. Catharines L2R 3J5**  
 416-682-7261  
 If long distance dial  
 1-800-263-7260

2500 Lawrence Ave. E.  
**Scarborough M1P 2R7**  
 (Metro East)  
 416-750-3570

199 Larch St., 6th Flr.  
**Sudbury P3E 5P9**  
 705-675-4455  
 If long distance dial  
 1-800-461-4000

435 James St. S.  
**Thunder Bay 'F' P7E 6E3**  
 807-475-1691  
 If long distance dial  
 1-800-465-6937/8

273 Third Ave., 4th Flr.  
**Timmins P4N 1E2**  
 705-267-6231  
 If long distance dial  
 1-800-461-4000

2 Robert Speck Parkway  
**Mississauga L4Z 1H8**  
 416-273-7800  
 If long distance dial  
 1-800-268-2894

500 Ouellette Ave., Rm 605  
**Windsor N9A 1B3**  
 519-256-8278  
 If long distance dial  
 1-800-265-5140

## MINING HEALTH AND SAFETY BRANCH

LABOUR 19

400 University Ave., 7th Flr.

Toronto M7A 1T7

416-965-1328

Administers the **Occupational Health and Safety Act** and **Regulations for Mines and Mining Plants**, including open pits, quarries, metallurgical operations, sand, clay, shale and gravel pits, aggregate plants, peat workings and diamond drilling operations to control occupational health and safety hazards in the workplace. Periodically inspects these establishments; carries out air sample testing to ensure a safe working environment. Investigates deaths, serious accidents and refusals to perform unhealthy or unsafe work. Consults with labour and management to increase their involvement in identifying and eliminating occupational health and safety hazards. The branch reviews and provides advice on pre-development plans of mining and metallurgical operations to check occupational health and safety hazards before construction.

By statute all wire ropes used in mine hoisting installations must be tested by the **Wire Rope Testing Laboratory** before use, and at intervals during service. The Laboratory address is listed below.

The Mine Rescue Program trains specialists at each mine in mine rescue procedures in the event of a mine fire or disaster. The Mine Rescue training officers maintain a number of stations which are listed below and non-staffed substations equipped with breathing apparatus and fire fighting equipment, as well as other emergency equipment and supplies to respond immediately to any mine emergency.

Mining Health and Safety Branch delivers programs through eight field offices listed below.

## FIELD OFFICES

10A Brunswick Walk

Elliot Lake P5A 2A8

705-848-2885

1055 Princess St., Ste. 301

Kingston K7L 1H3

613-547-3418

4 Government Rd E.

Kirkland Lake P2N 1A2

705-567-5241

205 Oxford St. E.

London N6A 5G6

519-439-3231

If long distance dial

1-800-265-4707

10720 Yonge St., Ste. 218

Richmond Hill L4C 3C9

416-884-6551

Provincial Bldg., 6th Flr.

199 Larch St.

Sudbury P3E 5P9

705-675-4464

Box 5000

435 James St. S.

Thunder Bay P7C 5G6

807-475-1675/6/7

If long distance dial

1-800-465-6937

273 Third Ave., 4th Flr.

Timmins P4N 1E2

705-267-6231



**WIRE ROPE LABORATORY**

*Wire Rope Testing Laboratory*  
 Ministry of Labour  
 Room B441, Basement  
 Whitney Block, Queen's Park  
**Toronto M7A 1W3**  
 416-965-1327

**MINE RESCUE STATIONS**

P.O. Box 368  
**Balmertown P0V 1C0**  
 807-735-2331

50 Hillside Dr. N.  
**Elliot Lake P5A 1X4**  
 705-848-3022

107 Government Rd. W.  
**Kirkland Lake P2N 2E8**  
 705-567-4606

P.O. Box 338  
**Onaping P0M 2R0**  
 705-966-3844

1551 Arthur St. W.  
**Thunder Bay P7C 4V1**  
 807-577-5321

P.O. Box 65  
**Sudbury P3E 4N3**  
 705-566-4344

P.O. Box 1096  
**Timmins P4N 7H9**  
 705-264-7511

**OCCUPATIONAL HEALTH BRANCH**

LABOUR 20

400 University Ave., 7th Flr.  
**Toronto M7A 1T7**  
 416-965-3211

The branch provides a consulting service in occupational health to ministries and to industry.

**Occupational Health Medical Service** (965-3610) provides consultation on **medical** and **nursing** services to those who provide in-plant **health** care facilities and a healthful working environment for **employees**.

**Occupational Hygiene Service** (965-4066) provides consultation to operating branches of the Occupational Health and Safety Division and to industry; visits plants and sites to identify and assess health hazards from exposure to chemical, physical and biological agents and to recommend control measures.

**Occupational Health Laboratory Service** (248-7261) performs **chemical** analyses of biological specimens, **air** samples and industrial materials for the branch as well as requests for analyses from companies, physicians, health units, Workers' Compensation Board and other government agencies.

Hygiene, medical and nursing consultants administer the program of the Occupational Health Branch from eight offices throughout the Province:

119 King St. W., 8th Flr.  
**Hamilton L8N 3Z9**  
 416-521-7750

2197 Riverside Dr., Ste. 301  
**Ottawa K1H 7X3**  
 613-523-7530

205 Oxford St. E., 2nd Flr.  
**London N6A 5G6**  
 519-439-3231

199 Larch St., 6th Flr.  
 Ontario Provincial Bldg.  
**Sudbury P3E 5P9**  
 705-675-4455

2500 Lawrence Ave. E.  
**Scarborough M1P 2R7**  
416-750-3563

1055 Princess St., Ste. 301  
**Kingston K7L 5T3**  
613-547-3418

2 Robert Speck Parkway, 3rd Flr.  
**Mississauga L4Z 1H8**  
416-273-7805

500 Ouellette Ave.  
**Windsor N9A 1B3**  
519-256-8278

**OCCUPATIONAL HEALTH BRANCH  
CHEST SERVICE**

**LABOUR 21**

400 University Ave., 7th Flr.  
**Toronto M7A 1T7**  
416-965-4075

The Chest Service deals with identification and prevention of respiratory **diseases** from occupational exposure to hazardous industrial dusts. Regular surveillance of workers is handled through six chest clinics throughout the Province.

Thunder Bay Chest Clinic  
435 James St.  
P.O. Box 5000  
**Thunder Bay P7C 5G6**  
705-475-1661

Timmins Chest Clinic  
54 Wilson Ave.  
**Timmins P4N 2S6**  
705-264-8571

Sudbury Chest Clinic  
1300 Paris Crescent  
**Sudbury P3E 3A3**  
705-522-0212

Kirkland Lake Chest Clinic  
38 Second St.  
P.O. Box 864  
**Kirkland Lake P2N 3K4**  
705-567-4466

Elliot Lake Chest Clinic  
50 Hillside Dr. N.  
P.O. Box 68  
**Elliot Lake P5A 1M7**  
705-848-2239

Toronto Chest Clinic  
880 Bay St., 2nd Flr.  
**Toronto M7A 2C7**  
416-965-4075

**SPECIAL STUDIES AND SERVICES BRANCH**

**LABOUR 22**

400 University Ave., 8th Flr.  
**Toronto M7A 1T7**  
416-965-2493

**Health Studies Service** (965-6375) conducts occupational **health research** studies and provides consultative services on the effects of occupational and environmental exposure to **chemical** or physical agents on human health.

**Safety Studies Service** (965-6111) conducts studies in occupational **safety** and maintains contact with organizations involved in **accident** prevention.

**Radiation Protection Service** (965-8178) directs a program to protect **employees** and the public from harmful effects of **radiation** including industrial **x-rays**, radioactive materials, microwaves and lasers. It administers the **Occupational Health & Safety Act** 1978 and part of the Public Health Act Reg. #855. **Radiation Protection Service** has a regional office at 31D Manitoba Road, Elliott Lake P5A 2A7, 705-848-6332.



**Radiation Protection Laboratory** (248-7237) analyzes radioactive materials for **uranium** mines, mills, processing plants, **nuclear** reactors and users of radioactive isotopes. Develops monitoring techniques and equipment for the identification of radioactive sources. The laboratory is located at 81 Resources Road, Weston, M4P 3T1.

The branch also provides technical support in contingencies related to **nuclear** power generating stations.

## STANDARDS AND PROGRAMS BRANCH

LABOUR 23

400 University Ave., 9th Flr.

Toronto M7A 1T7

416-965-8710/8510

Standards and Programs Branch coordinates the development, implementation and evaluation of Occupational Health and Safety Division policies and programs. The branch has three sections.

Program Analysis and Evaluation (965-8710) coordinates identification of short and long-term goals, definition of objectives, program planning and evaluation. Maintains occupational **health** and **safety** statistics.

Industry Sector Programming (965-8510) identifies occupational **health** and safety priorities by industry sector and develops programs to control hazards in each sector (e.g., construction industry, logging industry, mining). Coordinates the **education** of Occupational Health and Safety Division staff by developing training programs for the inspectors.

Advisory Service on occupational health and safety (965-8710) establishes working relationships with other organizations involved in occupational health and safety training and education. It also provides administrative support to the Ministry's **Provincial Lottery** Program which provides **grants** for occupational health and safety projects on applied **research** and **manpower** training and development. For information on the Ministry of Labour's Provincial Lottery Program, write to this section at the above address.

## INDUSTRIAL RELATIONS DIVISION

### CONCILIATION AND MEDIATION SERVICES BRANCH

LABOUR 24

400 University Ave., 5th Flr.

Toronto M7A 1T7

416-965-4104

Branch goals are to foster harmonious **labour relations** and to minimize disruption in the economy arising from **strikes** and **lockouts**. Provides conciliation officers who help labour and employers to arrive at a settlement of disputes. Provides mediation officers after the conciliation process if necessary. Also undertakes preventive mediation services during the term of an agreement. Parties in a labour dispute must use the government's conciliation services before legally resorting to strikes or lockouts.

## OFFICE OF ARBITRATION

LABOUR 25

400 University Ave., 6th Flr.

Toronto M7A 1T7

416-965-5669

The Office of Arbitration assists the Minister in carrying out his statutory responsibilities for constituting boards of **arbitration** and appointing single arbitrators under the **Labour Relations Act** and the **Hospital Labour Disputes Arbitration Act**. The office is responsible for the receipt and processing of requests from **employers** and trade **unions** for the appointment of arbitrators and nominees to boards of arbitration. This function involves identifying individuals qualified to act under ministerial appointment, providing administrative services to arbitrators, monitoring the progress of arbitration proceedings and cataloguing arbitration awards for public availability. In association with the Minister of Labour's Labour-Management Advisory Committee which advises the Minister on matters pertaining to arbitration, the office maintains a roster of qualified arbitrators and is actively involved in the training of prospective **arbitrators**. Through its staff of grievance settlement officers, the Office of Arbitration also provides **labour** and management with grievance mediation services.

The Office of Arbitration also has responsibility for coordinating appeals under the **Employment Standards Act** and boards of inquiry pursuant to the **Human Rights Code**. The office publishes, and distributes to members of the **industrial relations** community, a monthly bulletin which summarizes current arbitration awards.

## AGENCIES

For some background information on ministerial agencies, boards and commissions, see the first entry under Royal Commissions, Special Purpose Bodies and Others (COMM 1). Some of this Ministry's agencies are listed below. For information on agencies not listed, contact this Ministry's information or communications branch.

ADVISORY COUNCIL ON OCCUPATIONAL  
HEALTH AND SAFETY

LABOUR 26

400 University Ave., 15th Flr.

Toronto M7A 1T7

416-965-2448

The Advisory Council on Occupational Health and Occupational Safety, whose membership is representative of management, labour and technical or professional persons and the public, advises the Minister of Labour on matters involving occupational **health** and occupational **safety**. For public inquiries on occupational health and safety, contact branch involved or Ministry's field offices under the Occupational Health and Safety Division.

## ONTARIO HUMAN RIGHTS COMMISSION

LABOUR 27

400 University Ave., 12th Flr.

Toronto M7A 1T7

416-965-6841

The Commission administers and enforces the **Human Rights Code, 1981** which provides for the right to equal treatment in **employment**, services, goods and facilities, contracts and **accommodation** without **discrimination** because of race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, age, marital status, family status, handicap,



record of offences (employment only) and receipt of public assistance (accommodation only). The Commission implements a four-point program of investigation and conciliation of complaints and enforcement, mediation of social and ethnic frictions and consultations with employers, unions, etc., with a view to reducing community tensions arising from **racial** and **ethnic** adjustments; public **education** in the provisions and principles of the Code; and **research** in patterns of **discrimination** by a supervisor and twelve district offices as follows:

## EASTERN REGION

### *Regional Office*

2197 Riverside Dr.

**Ottawa K1H 7X3**

613-523-7530

If long distance dial

1-800-267-1916

1055 Princess St.

**Kingston K7L 1H3**

613-547-3414

If long distance dial

1-800-267-0915

## NORTHERN REGION

### *Regional Office*

199 Larch St., 6th Flr.

**Sudbury P3E 5P9**

705-675-4455

If long distance dial

1-800-461-4000

808 Robertson St.

**Kenora P9N 1N8**

807-468-3128

If long distance dial

1-800-465-7794

390 Bay St., 3rd Flr.

**Sault Ste. Marie P6A 1X2**

705-949-3331

435 James St. S.

**Thunder Bay P7E 6E3**

807-475-1693

If long distance dial

1-800-465-6937

273 Third Ave., 4th Flr.

**Timmins P4N 1E2**

705-267-6231

If long distance ask Operator

for Zenith 57740

## SOUTHWESTERN REGION

### *Regional Office*

205 Oxford St. E.

**London N6A 5G6**

519-439-3231

If long distance dial

1-800-265-4707

Ontario Government Building

119 King St. W., 8th Flr.

**Hamilton L8N 3Z9**

416-521-7738

For toll free number see

blue pages of telephone directory

824 King St. W.

**Kitchener N2G 1G1**

519-744-8101

If long distance dial

1-800-265-8723

205 King St.

**St. Catharines L2R 3J6**

416-682-7261

If long distance dial

1-800-263-7260

500 Ouellette Ave.

**Windsor N9A 1B3**

519-256-3611

If long distance dial

1-800-265-1333

**TORONTO EAST, WEST AND  
CENTRAL REGIONS**

2500 Lawrence Ave. E.  
**Scarborough M1P 4T5**  
416-750-3575  
(Toronto East District)

400 University Ave., 12th Flr.  
**Toronto M7A 1T7**  
416-965-6841  
(Central District &  
Unit for the Handicapped)  
For toll free number see  
blue pages of telephone directory

2 Robert Speck Pkwy #310  
**Mississauga L4Z 1H8**  
416-273-7811  
(Toronto West District)

**ONTARIO LABOUR RELATIONS BOARD**

**LABOUR 28**

400 University Ave., 4th Flr.  
**Toronto M7A 1T7**  
416-965-4151

The Ontario Labour Relations Board administers those sections of the following Acts which establish **collective bargaining** rules: the **Labour Relations Act** for employers and employees in the private sector within provincial jurisdiction; the **Hospital Labour Disputes Arbitration Act** for employees of hospitals; the **Colleges Collective Bargaining Act** for employees of community colleges. Also administers declarations of illegal **strikes** and **lockouts**, cease and desist orders and consents to prosecute under the **School Boards and Teachers' Collective Negotiations Act**; employee's right to refuse unsafe work under the **Occupational Health and Safety Act**; declaration of successorship under the **Successor Rights (Crown Transfers) Act**. The Ontario Labour Relations Board deals with: **certification** of trade unions; accreditation of employer organizations in the **construction** industry; declarations of successorship of employers or trade unions; cease and desist orders and declarations of illegal strikes and lockouts; complaints of unfair **labour** practices; termination of bargaining rights of trade unions and accredited employer organizations; trusteeship of locals of trade unions; consent to prosecute and **arbitration** of grievances under collective agreements in the construction industry. The Board's **library** is open to the public (965-0206.)

The Board publishes for the general public an Annual Report, a booklet entitled 'Guide to the Labour Relations Act', a Monthly Report of decisions and three pamphlets entitled 'Rights of Employees, Employers and Trade Unions', 'Certification by the Ontario Labour Relations Board', and 'Unfair Labour Practice Proceedings Before the Ontario Labour Relations Board'.

The Board cannot advise on rights and duties in situations that may come before it.

**ONTARIO MANPOWER COMMISSION**

**LABOUR 29**

500 University Ave., Ste. 610  
**Toronto M5G 1V7**  
416-965-2820

Ontario Manpower Commission (OMC) is a policy development agency that reports to Cabinet through the Chairman of the Cabinet Committee on Manpower. OMC comprises a full time Commissioner/Chairperson and nine part-time Commissioners, all from the private sector. OMC oversees all **manpower** policies and programs of the Ontario



government having to do with adult **occupational** training, **career counselling**, **job** creation and work experience, **labour** market information, mobility and placement. Its major thrust is to establish a policy framework for the Province which will ensure the coordination and continuing development of Ontario manpower activities. OMC is supported by a Policy Group, a **Manpower Studies Group** and a **Manpower Forecasting Group** (965-2820). The organization is responsible for policy development and **research** identifying, describing and analyzing current and future manpower requirements and supplies and making this information available to the government and the private sector as a basis for policy and program decisions. Several publications have been produced by the Commission, including: 'Labour Market Outlook for Ontario, 1981-1986' (for business and the general public); 'Employment and the Physically Handicapped in Ontario' (for the general public).

## WORKERS' COMPENSATION BOARD

LABOUR 30

2 Bloor St. E.  
Toronto M4W 3C3  
416-965-8722

The Workers' Compensation Board (WCB) Ontario, administers the **Workers' Compensation Act**. The Act provides: **compensation** payments for workers disabled by job-related **accidents** or **diseases**, awards for permanent disability and **pensions** for dependents of workers who die as a result of work accidents or industrial diseases; **medical** services, i.e., advice to treating agencies, control of treatment, special treatment facilities, etc.; payment for medical services (**financial assistance**), including payment of doctors' bills, **hospitalization** costs, etc.; **vocational** rehabilitation services, including **counselling** and job training to help injured workers re-establish themselves; **financial assistance** to nine **safety** associations whose mission, through safety education, is the prevention of industrial accidents and diseases.

The Board maintains its head office in Toronto, where it has a **library** for publications (965-8725) and for **films** (965-8722). Regional, area and information service offices in other Ontario cities are listed below. There is a **WCB Hospital and Rehabilitation Centre** in Downsview. The Chairman of the Board reports to the Lieutenant Governor in Council through the Ontario Minister of Labour, who answers for the Board in the Legislature.

Any decision made by the Workers' Compensation Board may be appealed by writing to the Registrar of Appeals at the above address (965-8926). The decision of an appeal board is final unless there is some concern as to whether the hearing has been properly conducted, an obvious error has occurred, or new evidence is introduced. Written requests for reconsideration accompanied by supporting evidence are considered by an appeal board.

There are nine operating divisions of the Board in Toronto: Claims Services (965-8775); Communications (965-8722); Financial Services (965-8837); Human Resources (965-6317); Information Systems Development and Processing (965-9615); Medical Services (965-8825); Regional Operations and Area Offices (963-0920); Safety Education (965-8726); and Vocational Rehabilitation (963-0966).

The Claims Services Division consists of: Claims Adjudication Branch, Claims Administrative Services Branch, Claims Review Branch and Records Management Branch. Claims Adjudication Branch provides claims adjudication, including the initial acceptance of the claim, authorization of compensation payments throughout the lifetime of

the claim, and the establishment of awards for permanent disability. Claims adjudication activities take place at the Board's head office, 2 Bloor St. E., Toronto, and also at the regional offices in Sudbury (servicing the districts of Sudbury, Algoma and Manitoulin) and London (servicing the counties of Huron, Middlesex, Elgin and Oxford). Most claim files for workers residing in these regions are located at the respective regional office. Claims for certain industrial diseases are still located and adjudicated at the head office. The Claims Administrative Services Branch provides a channel of communication and information on individual claims and counselling services. Claims Review Branch reviews adverse claims adjudication decisions recommended by the Claims Adjudication Branch before the decision is communicated to the injured **worker** and employer, and reviews objections to decisions of the Claims Adjudication Branch. Records Management Branch provides a system of records services that include Records Control, Microfilm Services, Records Identification and Registration, and Administrative and Technical Records Advisory Services to all divisions within the Board.

The Medical Services Division ensures that high level medical care is administered to injured workers at realistic cost.

The Vocational Rehabilitation Division provides socio-economic counselling, vocational evaluation, adjustment assessment, vocational training, and selective **job** placement in industry. Special counselling includes financial counselling, consideration of requests for pension commutations, and making arrangements for **educational** upgrading for those injured workers who lack the necessary education and for those who cannot communicate in English. Vocational rehabilitation specialists seek on-the-job training and employment opportunities for injured workers, and inform employers and the public of the advantages of hiring rehabilitated **disabled** workers.

Residents outside the local calling area of the following regional area and information service offices can call the office serving them by dialing the operator 'O' and asking for Zenith 61700. (Note: WCB telephone numbers in Toronto will change as of April, 1984. Please consult the new telephone directory for new listings).

*Area Office*

100 Main St. E., Rm. 108-110  
**Hamilton L8N 3W6**  
416-523-1800

*Information Service Office*

1055 Princess St., Rm. 303  
**Kingston K7L 5T3**  
613-544-9682

*Area Office*

153 Frederick St.  
**Kitchener N2H 2M2**  
519-576-4130

*LONDON REGIONAL OFFICE*

200 Queens Ave.  
**London N6A 1J3**  
519-663-2331

*Area Office*

189 Wyld St., Box 3190  
**North Bay P1B 1Z2**  
705-472-5200

*Area Office*

350 Sparks St., Rm. 206  
**Ottawa K1R 7S8**  
613-238-7851

*Information Service Office*

421 Bay St., 3rd Flr.  
**Sault Ste. Marie P6A 1X3**  
705-942-3002

*Information Service Office*

282 Linwell Rd., Rm. 120  
**St. Catharines L2N 6N5**  
416-937-2020



### **SUDBURY REGIONAL OFFICE**

30 Cedar St.

**Sudbury P3E 1A4**

705-675-9301

#### *Area Office*

1265 Arthur St. E., Rm. 407

**Thunder Bay P7E 6E7**

807-623-4545

#### *Information Service Office*

273 Third Ave., Box 1142, Rm. 204

**Timmins P4N 1E2**

705-267-6427

#### *Information Service Office*

1382 St. Clair Ave. W.

**Toronto M6E 1C6**

416-965-8864

(Italian, Portuguese,  
French, Spanish calls)

### *Toronto Claims Information*

2 Bloor St. E.

**Toronto M4W 3C3**

416-965-8851

(This is the main telephone number.  
Check your telephone directory for  
numbers for individual claims and  
firm files.)

#### *Area Office*

787 Ouellette Ave.

**Windsor N9A 4J4**

519-256-3461

## **ACTS**

### **ACTS**

### **LABOUR 31**

The following is a list of Acts administered by the Ministry of Labour. For information on which branches administer the Acts, see the Key Word Index or contact this Ministry's legal service branch or information/communications branch.

Blind Workmen's Compensation Act

Crown Employees Collective Bargaining Act

Employment Agencies Act

Employment Standards Act

Government Contracts Hours and Wages Act

Hospital Labour Disputes Arbitration Act

Human Rights Code, 1981

Industrial Standards Act

Labour Relations Act

Ministry of Labour Act

Occupational Health and Safety Act

One Day's Rest in Seven Act

Rights of Labour Act

Workers' Compensation Act

Workmens' Compensation Insurance Act

## MINISTRY OF MUNICIPAL AFFAIRS AND HOUSING

777 Bay St., 17th Flr.

Toronto M5G 2E5

The Ministry of Municipal Affairs and Housing is responsible for providing municipal governments with the legislative authority and financial resources appropriate for local circumstances; providing management advisory services for, and liaison with, local governments and their representative bodies; ensuring that provincial interests are reflected through a sound community planning framework; facilitating the provision and maintenance of adequate housing; ensuring efficient use of lands acquired for residential, commercial and industrial development.

### DEPUTY MINISTER'S OFFICE

#### AFFIRMATIVE ACTION PROGRAM

MAH 1

777 Bay St., 16th Flr.

Toronto M5G 2E5

416-585-6718

Affirmative Action Program Office plans, develops and coordinates an **Affirmative Action Program** within the Ministry of Municipal Affairs and Housing and the local housing authorities. The Program is designed to improve the employment status of women in the Ministry with the ultimate aim of ensuring equal opportunity.

#### FRENCH LANGUAGE SERVICES COORDINATOR

MAH 2

777 Bay St., 17th Flr.

Toronto M5G 2E5

416-585-7031

The French Language Services Coordinator coordinates the implementation of the government's policy on French language services (provision of such services to the Franco-Ontarian public) within this Ministry.

### SERVICES EN FRANCAIS

Le coordonnateur des services en français de ce ministère est responsable de la mise en oeuvre de la politique du gouvernement en matière de services en langue française (services aux Franco-Ontariens en langue française).

#### COMMUNICATIONS BRANCH

MAH 3

777 Bay St., 17th Flr.

Toronto M5G 2E5

416-585-7041

Communications Branch serves as the information service for the Ministry of Municipal Affairs and Housing, including the **Ontario Housing Corporation (OHC)** and the **Ontario Land Corporation (OLC)**. It acts as communications and marketing consultant to all parts of the Ministry.



**CORPORATE RESOURCES MANAGEMENT****CORPORATE SECRETARY**

MAH 4

777 Bay St., 2nd Flr.  
 Toronto M5G 2E5  
 416-585-6521

The Office of the Corporate Secretary provides corporate secretarial services to boards of directors of all Crown agencies of the Ministry (**Ontario Housing Corporation, Ontario Land Corporation and Ontario Mortgage Corporation**). Receives resolutions from **municipalities** requesting participation in various **housing** and related programs of the Ministry. Accepts submissions resulting from public **tenders** called on behalf of the Ministry and its agencies.

**MANAGEMENT SERVICES BRANCH**

MAH 5

777 Bay St., 3rd Flr.  
 Toronto M5G 2E5  
 416-585-6830

Management Services Branch provides management consulting, systems development and data processing services to the Ministry and its agencies. This includes **records management**, forms design and control, manuals management. The branch is responsible for the definition, development and documentation of the ministry's computerized or manual information and administrative systems. It provides ministry liaison with the Ministry of Government Services' Computer and Telecommunications Services Division and represents the Ministry at the Ontario Systems Council. For government systems development policy see Management Board of Cabinet, Management Technology Branch, MB5.

The branch also supplies the Ministry and its agencies with administrative services, including supply management, the purchasing of goods and services, printing, duplicating, mail and transportation services, assets management; provides liaison with the Ministry of Government Services to coordinate common services such as telephones, acquisition and design of office accommodation for the Ministry and its Crown corporations and purchasing of commonly used supplies. The branch is responsible for the Ministry **library**, located at 777 Bay St., 2nd Flr.. The library operates the Ministry **reading room** which provides public access to ministry publications, statutes and some manuals and internal procedures.

**OPERATIONS REVIEW AND AUDIT BRANCH**

MAH 6

777 Bay St., 3rd Flr.  
 Toronto M5G 2E5  
 416-585-6550

Operations Review and Audit Branch is responsible for the Ministry's audit functions which include the review and appraisal of Ministry financial and management controls.

**HUMAN RESOURCES BRANCH**

MAH 7

777 Bay St., 3rd Flr.  
 Toronto M5G 2E5  
 416-585-6003

Human Resources Branch performs the personnel functions for the Ministry of Munici-

pal Affairs and Housing. The Metropolitan Toronto Housing Authority performs its own personnel functions (928-4914). The branch works mainly in an advisory capacity with line managers who have primary responsibility for personnel matters within their units. It is responsible for the establishment of ministry personnel policies and procedures, manpower planning, staff development, the **Career Development Options Program**, the establishment of appropriate classification and compensation levels for all ministry employees, staff recruitment, employee counselling, the investigation of employee grievances, and all matters affecting working conditions and performance. The branch maintains the Ministry's personnel, payroll and employee benefit records. It also provides liaison between the Ministry and the Civil Service Commission, Management Board of Cabinet, and the Ontario Public Service Employees Union (OPSEU). The branch provides a complete staff relations service to the Ontario Housing Corporation and its local Housing Authorities in dealing with the Canadian Union of Public Employees (CUPE) and OPSEU.

#### FINANCIAL SERVICES BRANCH

MAH 8

777 Bay St., 17th Flr.  
Toronto M5G 2E5  
416-585-7050

Financial Services Branch provides financial management and accounting services to all Ministry programs. This includes accounts payable, receipt of revenue, and formulation of policies and procedures with respect to financial control and preparation of annual estimates.

The branch coordinates the housing related cost sharing arrangements with the federal government and provides accounting and banking services to 61 **housing authorities** across the Province.

The branch also provides financial liaison with the Provincial Auditor and the Ministry of Treasury and Economics.

#### LEGAL BRANCH

MAH 9

777 Bay St., 16th Flr.  
Toronto M5G 2E5  
416-585-6701

Legal Branch provides legal services to the Ministry of Municipal Affairs and Housing and its agencies, including **Ontario Housing Corporation**, **Ontario Mortgage Corporation**, **Ontario Land Corporation** and **Niagara Escarpment Commission** (585-6724) as well as the **Ministry of Intergovernmental Affairs** (585-6551). The branch counsels on legal matters and documentation, including the interpretation of statutes and regulations, proposed legislation and regulations. It also provides the Ministry with legal services in subdivision development, housing development, sale of land, mortgages, municipal and community planning legislation, and Ministry operation. The section serving the Metro Toronto Housing Authority is located at 1320 Yonge St., 2nd Flr., Toronto M4T 2W4, 416-928-4938.



## CORPORATE PLANNING AND EVALUATION BRANCH

MAH 10

777 Bay St., 17th Flr.  
Toronto M5G 2E5  
416-585-6800

The Corporate Planning and Evaluation Branch is responsible for the resource allocation process, the development and coordination of the Ministry's strategic plan, the development of management processes and the analysis of policy issues from a corporate or Ministry point of view. The branch responsibilities are divided among three sections.

Resource Allocation and Cabinet Liaison Section (585-7014) manages the Ministry's financial resource allocation and Estimates processes, and ensures effective, ongoing liaison and communications with Cabinet and Cabinet Committees.

Management Planning and Statistical Analysis Section (585-7018) coordinates the development of the Ministry's strategic plan and managing by results abstracts; designs and develops effective management control processes, including an integrated management process for the Ministry. It also conducts surveys and provides statistical information on Ministry programs.

Corporate Policy Section (585-7016) provides corporate policy advice and ensures effective coordination and development of the Ministry's responses to government wide issues.

## ONTARIO BUILDINGS BRANCH

MAH 11

777 Bay St., 3rd Flr.  
Toronto M5G 2E5  
416-585-6666

The Ontario Buildings Branch administers the **Building Code** which is a regulation under the Building Code Act. The Code consists of building requirements to minimize the risk of injury and property damage from structural failure, fire and health hazards. The branch advises municipalities, builders and the public on matters pertaining to **building** regulations which are enforced by municipalities. The branch is also responsible for the **Plumbing Code**, a regulation under the **Ontario Water Resources Act**.

## ASSISTANT DEPUTY MINISTER REAL ESTATE WING

### MARKETING AND SALES BRANCH

MAH 12

777 Bay St., 16th Flr.  
Toronto M5G 2E5  
416-585-6770

Marketing and Sales Branch is responsible for the marketing and disposition of all provincial lands held by the **Ontario Land Corporation** for residential, commercial and industrial development. The branch develops financial and economic strategies and plans, provides market analysis, and markets the lands. Major developments in the land development program include the new communities of Seaton, Townsend and Heritage Green, and projects in Malvern, Hamilton Mountain, Kitchener, London and Windsor, etc.. The branch also handles the administration and sales of **Ontario Mortgage Corporation** acquired properties. For information on land available for lease contact Ministry of Municipal Affairs and Housing, Land Operations Branch (585-6950) for Sea-

ton; Ministry of Agriculture and Food, Foodland Development Branch (965-9433) for agricultural land; and Ministry of Government Services, Realty Services Branch Property Administration (965-2040) for the other areas.

#### PLANNING AND DEVELOPMENT BRANCH

MAH 13

777 Bay St., 16th Flr.  
Toronto M5G 2E5  
416-585-6016

The branch is responsible for the planning and development of Seaton (a new community to be located on a provincially owned site in the Town of Pickering, Region of Durham), Townsend (a new community on a provincially owned site in the city of Nanticoke, Region of Haldimand-Norfolk) and Heritage Green (a new community in the Region of Hamilton-Wentworth). Responsibilities also include other provincial land development projects in eastern, northeastern, western and northwestern Ontario.

**The Seaton Community Administration and Information Office**, 1305 Sheridan Mall Parkway, 5th Flr., Pickering L1V 3P2 (416-831-2526), provides a local source of information concerning the development of Seaton.

**Townsend Community Administration and Information Office**, Townsend N0A 1J0 (519-587-2418), provides a local source of information concerning the development and marketing of Townsend.

#### LAND OPERATIONS BRANCH

MAH 14

777 Bay St., 15th Flr.  
Toronto M5G 2E5  
416-585-6950

Land Operations Branch is responsible for the supervision of **engineering** and professional service contracts for all **Ontario Land Corporation (OLC)** development projects. It manages directly OLC properties within the **North Pickering** site, (Land Management Site Office, P.O. Box 190, Highway 7, Green River, Pickering L1V 2R4, 416-683-7611) and provides direction to Ministry of Government Services in the management of all other OLC **lands**. It deals with **compensation** on **expropriation** of properties in North Pickering. Provides **property** transfer, registration and documentation and **tax** payments on all OLC property. Provides **environmental planning** and drafting services to the OLC. The branch participates in the Ministry's **youth employment** program.

#### ASSISTANT DEPUTY MINISTER COMMUNITY PLANNING COMMUNITY PLANNING PROGRAMS DIVISION

##### COMMUNITY PLANNING ADVISORY BRANCH

MAH 15

777 Bay St., 13th Flr.  
Toronto M5G 2E5  
416-585-6236

The branch provides **community planning** service and advice to municipalities, the development industry and the public. It administers a program of **grants** to **municipalities** under 65,000 population, counties and regions which contain municipalities of under 65,000 population and planning boards in northern Ontario to promote effective community planning. These include preparing for updating **official plans**, official plan amendments and **zoning** by-laws; funding preparation of secondary plans; funding planning programs



for unorganized territories; reviewing existing documents for **energy** efficiency; preparing planning studies on land use measures for energy efficiency. Municipalities must contact regional offices listed below to apply for grants.

The branch provides the following range of services through its field offices.

**Information/education:** Staff organize (or participate in) workshops, seminars and conferences to discuss **community planning** issues, provincial policies and procedures and other Ministry programs.

**Ongoing planning advice:** Staff consult with municipalities about their **land use planning** concerns and respond to inquiries from developers and the public.

**Preliminary reviews of local planning documents and advice on tentative development proposals:** Field offices can identify planning weaknesses and assess trends in planning which should reduce delays and problems at the approval stage and facilitate a smoother process.

**Financial assistance:** Applications for funding under the **Community Planning Study Grants** are processed through field offices. Staff provide assistance for the development of major amendments to **official plans** and **zoning by-law** documents as well as for special studies which address specific **land use planning** matters. Municipal eligibility for assistance is reviewed by staff and requests for funding should always precede the commencement of any planning study.

**Technical assistance:** Staff assist in drafting terms of reference for planning studies and selecting planning consultants. Staff will also assist in the preparation of municipal planning documents for small municipalities with insufficient planning staff.

**Planning areas:** Staff advise municipalities on establishing or altering planning areas and on the administration of planning boards. **Planning Administration Grants** are available to planning boards which administer land use activities in unorganized territories.

Contact one of the following five field offices.

495 Richmond St.  
**London N6A 5A9**  
519-673-1611  
If long distance dial  
1-800-265-4736  
(Southwestern Region)

244 Rideau St.  
**Ottawa K1N 5Y3**  
613-566-3801  
If long distance ask Operator  
for Zenith 52650  
(Southeastern Region)

1191 Lansing Ave..  
**Sudbury P3A 4C4**  
705-560-0120  
If long distance ask Operator  
for Zenith 52650  
(Northeastern Region)

435 James St. S.  
Box 5000  
**Thunder Bay P7C 5G6**  
807-475-1651  
If long distance ask Operator  
for Zenith 52650  
(Northwestern Region)

47 Sheppard Ave. E.  
**Willowdale M2N 2Z8**  
416-224-7635  
If long distance ask Operator  
for Zenith 52650  
(Central Region)

## COMMUNITY RENEWAL BRANCH

MAH 16

777 Bay St., 13th Flr.

Toronto M5G 2E5

416-585-6264

The branch encourages community improvement through assistance to municipalities and the private sector. It administers **PRIDE (Programs for Renewal, Improvement and Development)** and ongoing projects funded under previous renewal programs. These programs are described individually in the following Community Renewal branch entries. The branch participates in the Ministry's **youth employment** program.

## COMMUNITY RENEWAL BRANCH

MAH 17

## BUSINESS IMPROVEMENT AREA PROGRAM

777 Bay St., 13th Flr.

Toronto M5G 2E5

416-585-6264

Section 217 of the **Municipal Act** provides local business communities with the legislation to help upgrade commercial districts. The **Business Improvement Area Program (BIA)** concept is a self-help mechanism to improve, beautify and maintain municipally owned **lands, buildings** and structures beyond the normal works of municipalities and to promote the area as a business and shopping district. Funds are provided by local business groups and managed by a board of management. Local groups request the municipality to designate a BIA. Once a BIA is designated, a board of management is formed to manage the current year's budget outlining the improvement and the promotion program. Upon approval of this budget by the municipal council, funds are paid out to the board by the municipal treasurer.

## COMMUNITY RENEWAL BRANCH

MAH 18

## ONTARIO NEIGHBOURHOOD IMPROVEMENT PROGRAM

777 Bay St., 13th Flr.

Toronto M5G 2E5

416-585-6265

Under the **Ontario Neighbourhood Improvement Program (ONIP)** the Ontario government assists **municipalities** with the improvement of municipal utilities and community facilities. **Grants** are for the provision of, or improvements to, **sewer and water** works, sidewalks, street lighting, **parks** and other types of social and **recreation** facilities.

## COMMUNITY RENEWAL BRANCH

MAH 19

## COMMERCIAL AREA IMPROVEMENT PROGRAM

777 Bay St., 13th Flr.

Toronto M5G 2E5

416-585-6265

The **Commercial Area Improvement Program (CAIP)** is designed to encourage and sup-



port the maintenance and improvement of downtown and other older existing commercial districts by **municipalities** and business groups. The Province provides financial assistance to **municipalities** in the form of **loans** and **grants** to help communities improve and beautify municipally owned lands and buildings.

#### LOCAL PLANNING POLICY BRANCH

MAH 20

777 Bay St., 13th Flr.

Toronto M5G 2E5

416-585-6225

The branch develops policy and legislation to apply at the local government level (**municipalities**) consistent with provincial objectives. Activities include review of planning statutes, formulation of advisory publications on **official plan** and **zoning** techniques as well as **land use planning** policies. It is responsible for preparing government policy statements under the Planning Act and related guidelines, which apply to planning decisions made at all levels of government in the province.

#### RESEARCH AND SPECIAL PROJECTS BRANCH

MAH 21

777 Bay St., 13th Flr.

Toronto M5G 2E5

416-585-6244

Research and Special Projects Branch provides comprehensive planning advice to the Ministry on **land** development, **community planning**, **energy** conservation and planning projects, based upon physical, social, economic, environmental and engineering analyses. Planning information on these projects is available.

#### PLANS ADMINISTRATION BRANCHES

MAH 22

777 Bay St., 14th Flr.

Toronto M5G 2E5

416-585-6014

The two Plans Administration Branches located in Toronto (Central and Southwest, North and East) process and recommend for approval **official plans** and official plan amendments, and approve **subdivision** and **condominium** plans (except where the Minister has delegated his approval power); administer Minister's **zoning** orders, part-lot control, validation of **title** of lands subdivided in contravention of the Planning Act and **road** adjustment applications. The branches also comment to the Ontario Municipal Board on **municipal** zoning by-laws and monitor the Minister's authority delegated to municipalities and planning boards in unorganized territories. They administer **land severance** applications (where not delegated in Northern Ontario) and process **Niagara Escarpment Development Control appeals**. The branches also administer activities concerning the **Parkway Belt** system, including the processing of amendments to the Parkway Belt land use regulations. The **Parkway Belt** is a multi-purpose utility corridor, urban separator and linked open space system, designed to define and service urban areas to the west and east of Metropolitan Toronto.

**ASSISTANT DEPUTY MINISTER MUNICIPAL AFFAIRS  
MUNICIPAL OPERATIONS DIVISION**

**MUNICIPAL OPERATIONS DIVISION**

MAH 23

777 Bay St., 11th Flr.  
Toronto M5G 2E5  
416-585-7254

In addition to overseeing the activities of its three branches, the division handles the **Municipal Action '85 Program** which offers a variety of assistance to municipal employees and councils for the purpose of improving the management of municipalities and reducing administrative costs.

**MUNICIPAL MANAGEMENT POLICY BRANCH**

MAH 24

777 Bay St., 11th Flr.  
Toronto M5G 2E5  
416-585-7201

Municipal Management Policy Branch encourages compliance with Provincial policies and legislation by **municipalities** and ensures effective administration of related Ministry programs; advises the Province, municipal organizations, government agencies and the public on trends and issues in municipal management; promotes the application of modern technologies and techniques to assist **municipalities** in the improvement of their administrative and financial management capabilities; oversees the municipal **auditing** function and **licences** municipal auditors.

The branch is also responsible for the operation and development of a large data bank of municipal financial information known as the **Management Analysis and Retrieval System (MARS)**.

**FIELD SERVICES BRANCH**

MAH 25

777 Bay St., 11th Flr.  
Toronto M5G 2E5  
416-585-7295

Field Services Branch operates a network of field services offices in Ontario to advise and assist municipalities, the public, other government ministries and agencies on all aspects of local government. Coordinates Ministry relationships with **municipalities**. Identifies and initiates action in cases of municipal difficulty. Advice is provided through review of municipal financial statements, dissemination of information on existing programs, and specifically as requested. Contact field services offices listed below.

150 Main St.  
**Cambridge N1R 6P9**  
519-622-1500  
(Oxford, Brant, Waterloo  
Hald-Norfolk, Hamilton-Wentworth  
Niagara, Halton, Peel)

1055 Princess St.  
**Kingston K7L 5T3**  
613-547-2203  
(Prince Edward, Hastings,  
Lennox & Addington, Frontenac,  
Leeds & Grenville)

147 Wyndham St. N., 4th Flr.  
**Guelph N1H 4E9**  
519-836-2531  
(Bruce, Grey, Wellington)



495 Richmond St.  
**London N6A 5A9**  
 519-438-7255  
 If long distance ask Operator  
 for Zenith 70530  
 (Huron, Perth, Middlesex,  
 Elgin, Kent, Lambton, Essex)

347 Sherbrooke St.  
**North Bay P1B 2C1**  
 705-476-4300  
 (Parry Sound, Nipissing,  
 Timiskaming)

15B Matchedash St. N.  
**Orillia L3V 4T4**  
 705-325-6144  
 (Simcoe, Haliburton, York,  
 Muskoka, Dufferin)

74 Simcoe St. S.  
**Oshawa L1H 4G6**  
 416-571-1515  
 (Northumberland, Victoria,  
 Peterborough,  
 Durham, Metro Toronto)

244 Rideau St.  
**Ottawa K1N 5T3**  
 613-566-3711  
 (Renfrew, Lanark, Prescott &  
 Russell, Stormont, Dundas &  
 Glengarry, Ottawa-Carleton)

430 Notre Dame Ave., 2nd Flr.  
**Sudbury P3C 5K7**  
 705-675-4343  
 (Cochrane, Algoma, Manitoulin,  
 Sudbury)

435 James St. S.  
 P.O. Box 5000  
**Thunder Bay P7C 5G6**  
 807-475-1621  
 (Thunder Bay, Kenora, Rainy River)

# MUNICIPAL BOUNDARIES BRANCH

MAH 26

777 Bay St., 11th Flr.  
 Toronto M5G 2E5  
 416-585-7276

The branch's purpose is to assist **municipalities** in resolving boundary and boundary related disputes within the provisions of the **Municipal Boundaries Negotiation Act, 1981**.

# LOCAL GOVERNMENT ORGANIZATION BRANCH

MAH 27

777 Bay St., 11th Flr.  
 Toronto M5G 2E5  
 416-585-7260

The goals of the Local Government Organization Branch are to evaluate the responsibilities of Ontario's systems of local government (**municipalities**) and identify the range of functions and organizational structures which will strengthen the capacity of these local governments to interpret the needs and aspirations of the communities they serve, identify issues, and determine priorities and be accountable for them.

## PROVINCIAL MUNICIPAL AFFAIRS

MAH 28

## SECRETARIAT

777 Bay St., 13th Flr.

Toronto M5G 2E5

416-585-6284

The Provincial Municipal Affairs Secretariat (PMAS) assesses and provides advice on **provincial-municipal** relations and programs. PMAS provides a liaison function between the **Association of Municipalities of Ontario (AMO)**, its member sections and affiliates and the Province of Ontario. PMAS supplies support services for provincial-municipal consultation and acts as a central registry for municipal resolutions. Publishes the **Municipal Directory** annually, detailing lists of counties, districts, cities, towns and townships in Ontario, with names and addresses of key officials, **population** figures, etc., and **Background**, a weekly newsletter outlining legislation, publications and provincial projects of interest to **municipalities**. Maintains contact with the **Federation of Canadian Municipalities (FCM)** and municipal affairs ministries in the other provinces. In conjunction with AMO, sponsors seminar programs for newly elected councillors on special topics of interest.

## SUBSIDIES BRANCH

MAH 29

777 Bay St., 12th Flr.

Toronto M5G 2E5

416-585-6012

Subsidies Branch administers provincial and **federal-provincial subsidy** programs under which **grants** and **loans** are made to **municipalities**, private sector employees and individuals.

Subsidies to municipalities include **financial assistance** for damage due to **Great Lakes** high water levels and for declared **disasters**; payment of **tax** or grants-in-lieu of business tax and real property tax on provincially owned **properties**; subsidies for improvement of **marina and boating** facilities, for hiring of **energy** auditors under the **Municipal Energy Audit Program**, and for hiring **students**, e.g., **Involvement in Municipal Administration (IMA)**, **Ontario Municipal Training Program** (585-6198); unconditional resource equalization, support and per capita **grants** for **tax** relief for property owners; **employment** incentive **grants** under the **Canada Ontario Employment Development Program (COED)** (963-2700).

Subsidies to individuals or private **employers** include aid for summer **employment**, e.g., **Ontario Youth Employment Program (OYEP)** (in Toronto 585-2014; all other areas call toll free 1-800-268-7592) and general youth employment under the **Young Ontario Career Program** (1-800-387-1290); property taxation relief for owners of productive **farm** land under the **Farm Tax Reduction Program** (585-6565) and managed **forests** (585-6159); and **loans** to owners of **shoreline** property to repair or prevent damage from **erosion** or storms.

The branch also publishes the booklet, 'Provincial Financial Assistance to Municipalities, Boards and Commissions' which can be obtained from the Ontario Government Bookstore, 880 Bay St., Toronto, (see MGS 30).

Information on these programs can also be obtained from this Ministry's field services offices (see list under Field Services Branch, MAH 25).



**MUNICIPAL FINANCE BRANCH**

MAH 30

777 Bay St., 13th Flr.

Toronto M5G 2E5

416-585-6318

Municipal Finance Branch studies and recommends changes in **municipal** finance policy and transfer payments policy, including unconditional **grants**; carries out **research** on developments in financial performance of Ontario's local governments; publishes annual report on Ontario local government finance; studies and proposes amendments to legislation concerning municipal finance.

**ASSISTANT DEPUTY MINISTER COMMUNITY HOUSING****ONTARIO HOUSING CORPORATION**

MAH 31

777 Bay St., 2nd Flr.

Toronto M5G 2E5

Ontario Housing Corporation is responsible for all provincial social housing policies and program development; the delivery of all provincial social housing programs, including municipal non-profit and rent supplement; developing and evaluating administrative and operational procedures for social housing programs; and managing its rental housing through its agents, the local housing authorities.

**ONTARIO HOUSING CORPORATION**

MAH 32

**FIELD OPERATIONS BRANCH**

777 Bay St., 2nd Flr.

Toronto M5G 2E5

416-585-6430

Field Operations Branch is responsible for six regional housing programs offices supporting the administration of the 61 **housing authorities** involved in the day-to-day management of public housing, as well as all municipal non-profit housing corporations. The offices are located in Hamilton, London, Ottawa, Toronto, Sudbury and Thunder Bay.

It is responsible for the delivery and administration of various housing programs on a province-wide basis. Housing programs include: Ontario Community Housing Assistance Program, Municipal Non-Profit Housing Program, Private Assisted Rental Program, Convert-to-Rent Program, Rent Supplement Program, Rural Housing Program, Ontario Home Renewal Program and Municipal Housing Statement Program.

The branch has a financial planning and control section to focus on financial management needs, particularly the management of social housing budgets.

The six regional housing programs offices offer property management support to local housing authorities and technical support for program delivery and Ontario Housing Corporation (OHC) property maintenance.

The offices are able to approve municipal non-profit program loans, housing authority budgets and emergency repairs to OHC projects. They may also award tenders above financial limits set for housing authorities.

Housing authorities administer the Province's **rent** geared-to-income rental **housing**. This accommodation is provided for parents aged 18 or more with at least one dependent under the age of 18; to **senior citizens** when at least one spouse has reached the age of 60;

and to **developmentally handicapped** and **physically disabled** persons. A minimum residency of one year in Ontario is required as a basis for being housed; applicants must also be Canadian citizens or landed immigrants.

Applicants for housing should contact the local housing authority. A point rating system is used to rank applications according to the degree of need. The rent is calculated on a scale that is geared to gross household income.

Below is a list of regional housing programs offices and local housing authorities.

## REGIONAL BRANCH OFFICES

55 Hess St. S., Penthouse  
**Hamilton L8P 4R8**  
416-527-9216  
If long distance ask Operator  
for Zenith 20450  
(Southern)

80 Dundas St. W.  
**London N6A 2P3**  
519-679-7110  
For toll-free number check  
blue pages of telephone directory  
(Southwestern)

1150 Morrison Dr., 2nd Flr.  
**Ottawa K2H 8S9**  
613-820-8305  
If long distance ask Operator  
for Zenith 20450  
(Eastern)

1191 Lansing Ave.  
**Sudbury P3A 4C4**  
705-560-6350  
For toll-free number check  
blue pages of telephone directory  
(Northern)

435 James St. S.  
**Thunder Bay P7C 5G6**  
807-475-1465  
If long distance ask Operator  
for Zenith 20450  
(Northwestern)

47 Sheppard Ave. E., Ste. 514  
**Toronto M2N 2Z8**  
416-224-7639  
If long distance ask Operator  
for Zenith 20450  
(Central)

## HOUSING AUTHORITIES

*Arnprior*  
8 McGonigal St.  
**Arnprior K7S 1L3**  
613-623-6177

*York Regional*  
59 Yonge St. S., 2nd Flr.  
**Aurora L4G 1M1**  
416-727-1354  
416-832-1618 (Toronto line)  
If long distance ask Operator  
for Zenith 44120

*South Simcoe & Barrie*  
49 High St., Ste. 404  
**Barrie L4N 5J4**  
705-728-3894  
If long distance ask Operator  
for Zenith 44120

*Hastings, Prince Edward & Belleville*  
205 Dundas St. E., Ste. 301  
P.O. Box 682  
**Belleville K8N 5B3**  
613-968-3465  
If long distance ask Operator  
for Zenith 44120



*Muskoka District*

95 Manitoba St., Ste. 5

P.O. Box 2009

**Bracebridge P0B 1C0**

705-645-9261

If long distance ask Operator  
for Zenith 44120

*Brant & Brantford*

Federal Bldg., Rm. 305

**Brantford N3T 5M2**

519-759-6100

*Leeds & Brockville*

58 King St. E.

**Brockville K6V 1B3**

613-342-2341

If long distance ask Operator  
for Zenith 44120

*South Waterloo*

9 Cambridge St.

**Cambridge N1R 3R5**

519-623-2686

*Lanark County*

380 Flora St.

Townline Mall

**Carleton Place K7C 3M9**

613-257-7230

If long distance ask Operator  
for Zenith 44120

*Kent & Chatham*

30 Raleigh St.

P.O. Box 1296

**Chatham N7M 5R9**

519-354-9592

If long distance ask Operator  
for Zenith 44120

*Northumberland County*

24 Covert St.

P.O. Box 969

**Cobourg K9A 4W4**

416-372-0151

If long distance ask Operator  
for Zenith 24430

*Cornwall & Area*

113 Amelia St.

P.O. Box 1086

**Cornwall K6H 5V2**

613-938-7717

If long distance ask Operator  
for Zenith 44120

*East Kenora District*

4 Earl Ave.

**Dryden P8N 1X3**

807-223-3087

If long distance ask Operator  
for Zenith 44120

*Timiskaming District*

P.O. Box 907, 6th Ave.

**Englehart P0J 1H0**

705-544-2334

If long distance ask Operator  
for Zenith 44120

*Essex County*

360 Fairview Ave. W., #302

**Essex N8M 1Y3**

519-776-6464

If long distance ask Operator  
for Zenith 44120

*Rainy River District*

255 Scott St.

**Fort Frances P9A 3M6**

807-274-7704

If long distance ask Operator  
for Zenith 44120

*Huron County*

48 The Square

**Goderich N7A 1M5**

519-524-2637

If long distance ask Operator  
for Zenith 21520

*Wellington & Guelph*

292 Speedvale Ave. W., Unit #7

**Guelph N1H 1C4**

519-824-7822

If long distance ask Operator  
for Zenith 44120

*Hamilton-Wentworth*

119 King St. W., 7th Flr.  
P.O. Box 2112  
**Hamilton 1C4 3Z9**  
416-521-7399

*Prescott & Russell*

870 James St.  
**Hawkesbury K6A 2W8**  
613-632-8501  
If long distance ask Operator  
for Zenith 44120

*South Cochrane District*

629 Cedar St.  
P.O. Box 1028  
**Iroquois Falls 'A' P0K 1G0**  
705-232-6663  
If long distance ask Operator  
for Zenith 44120

*North Cochrane District*

Model City Mall  
**Kapuskasing P5N 2E9**  
705-335-6179  
If long distance ask Operator  
for Zenith 44120

*West Kenora District*

20 Main St. S.  
**Kenora P9N 1S7**  
807-468-5612

*Bruce County*

325 Lambton St.  
P.O. Box 1450  
**Kincardine N0G 2G0**  
519-396-3439  
If long distance ask Operator  
for Zenith 44120

*Kingston*

394 King St. E.  
P.O. Box 206  
**Kingston K7L 4V8**  
613-546-5591  
If long distance ask Operator  
for Zenith 44120

*North Waterloo*

101 Hazelglen Dr.  
P.O. Box 1061  
**Kitchener N2G 4G1**  
519-578-2860

*Victoria-Haliburton*

20 Sussex St. S.  
**Lindsay K9V 5A8**  
705-324-6401  
If long distance ask Operator  
for Zenith 44120

*Manitoulin & Espanola Area*

13 Worthington Ave.  
P.O. Box 638  
**Little Current P0P 1K0**  
705-368-3400  
If long distance ask Operator  
for Zenith 44120

*London*

137 Dundas St., 4th Flr.  
**London N6A 1E9**  
519-434-2765

*Middlesex County*

399 Ridout St. N.  
**London N6A 2P1**  
519-434-7321  
If long distance dial  
1-800-265-5939

*North Simcoe & Orillia*

303 Midland Ave., Ste. 208  
P.O. Box 608  
**Midland L4R 1Z8**  
705-526-4225  
If long distance ask Operator  
for Zenith 44120

*Peel Regional*

755 The Queensway E., Ste. 301  
**Mississauga L4Y 4C5**  
416-279-7792  
If long distance ask Operator  
for Zenith 44120



*Lennox & Addington*

41 Dundas St. W.

P.O. Box 43

**Napanee K7R 3L9**

613-354-5695

If long distance ask Operator  
for Zenith 44120

*East Niagara*

4483 Queen St.

**Niagara Falls L2E 2L4**

416-354-1678

For toll-free number check  
blue pages of telephone directory

*Nipissing & Parry Sound Districts*

1275 Main St. W.

**North Bay P1B 2W7**

705-472-2441

If long distance dial  
1-800-461-9560

*Halton*

Burlington Square

760 Brant St.

**Burlington L7R 4B7**

416-632-6586

If long distance ask Operator  
for Zenith 44120

*Dufferin County*

3 Townline Rd.

**Orangeville L9W 3R4**

519-941-8221

*Oshawa*

50 Centre St. S.

4th Flr., Rundle Tower

**Oshawa L1H 3Z7**

416-725-3552

*Ottawa-Carleton Regional*

220 Laurier Ave. W.

**Ottawa K1P 5Z8**

613-236-0331

*Grey County & Owen Sound*

1131-2nd Ave. E., Ste. 101

**Owen Sound N4K 2J1**

519-376-5744

If long distance ask Operator  
for Zenith 44120

*Renfrew County & Pembroke*

209 Renfrew St., P.O. Box 636

**Pembroke K8A 5S2**

613-735-0782

If long distance ask Operator  
for Zenith 44120

*Peterborough*

105 George St. N.

**Peterborough K9J 3G3**

705-742-0439

If long distance ask Operator  
for Zenith 44120

*Lambton County*

4166 Petrolia St.

P.O. Box 1210

**Petrolia N0N 1R0**

519-882-1190

If long distance ask Operator  
for Zenith 44120

*Grenville & Prescott*

108 Park St.

P.O. Box 1299

**Prescott K0E 1T0**

613-925-5906

If long distance ask Operator  
for Zenith 44120

*Renfrew*

170 Renfrew Ave. W.

**Renfrew K7V 2Y6**

613-432-3679

*Sarnia*

211 S. Eastland Bldg.

242A Indian Rd. S.

**Sarnia N7T 3W4**

519-344-0728

*Algoma District*

464 Albert St. E.

P.O. Box 445

**Sault Ste. Marie P6A 2S8**

705-254-7166

If long distance ask Operator  
for Zenith 44120

*Haldimand-Norfolk Regional*

1 Oak St.

**Simcoe N3Y 3J4**

519-426-7792

If long distance ask Operator  
for Zenith 44120

*Smiths Falls*

1 Abel St., Unit #3

P.O. Box 848

**Smiths Falls K7A 4W7**

613-283-2555

*North Niagara*

71 King St.

P.O. Box 1207

**St. Catharines L2R 7A7**

416-682-9201

If long distance ask Operator  
for Zenith 44120

*Elgin & St. Thomas*

348 Talbot St.

P.O. Box 158

**St. Thomas N5P 3T7**

519-631-4580

*Perth & Stratford*

413 Hibernia St.

**Stratford N5A 5W2**

519-271-5393

If long distance ask Operator  
for Zenith 44120

*Sudbury District*

Tower 200, Ste. 401

200 Elm St. E.

**Sudbury P3C 5N3**

705-674-8323

If long distance ask Operator  
for Zenith 44120

*Thunder Bay District*

1111 East Victoria St.

**Thunder Bay P7C 1B7**

807-623-4288

If long distance ask Operator  
for Zenith 44120

*Timmins*

2nd Flr., Ste. 2

54 Wilson Ave.

**Timmins P4N 2S6**

705-264-5274

If long distance ask Operator  
for Zenith 44120

*Metropolitan Toronto*

1320 Yonge St.

**Toronto M4T 2W4**

416-928-4800

*Trenton*

80 Division St., Ste. 16

**Trenton K8V 5S5**

613-394-3336

*Central Niagara*

266 Division St.

P.O. Box 727

**Welland L3B 5R5**

416-734-4548

If long distance ask Operator  
for Zenith 44120

*Durham Area*

218 Dundas St. E.

**Whitby L1N 2H8**

416-668-7757

If long distance ask Operator  
for Zenith 44120

*Windsor*

1400 Ouellette Ave.

P.O. Box 1330

**Windsor N8X 4T4**

519-254-1681

*Oxford County*

510 Ingersoll Ave.

P.O. Box 820

**Woodstock N4S 8A3**

519-539-4829

If long distance ask Operator  
for Zenith 44120



**METRO TORONTO HOUSING AUTHORITY**

MAH 33

1320 Yonge St.  
 Toronto M4T 2W4  
 416-928-4800  
 Housing Registry: 928-4810  
 Tenant Inquiry Board: 789-7901

**Metro Toronto Housing Authority** administers Ontario Housing Corporation's rent-geared-to-income housing in Metropolitan Toronto through nine district offices listed below. Tenant applications are made to the Housing Registry. Complaints should first be directed to on-site project managers. **Tenant Inquiry Board** operates a 24 hour maintenance service for after hours maintenance problems. District offices are listed below.

232 Jamestown Cres.  
**Rexdale M9V 3M8**  
 416-742-6401  
 (Etobicoke)

33 Belshaw Place  
**Toronto M5A 3H6**  
 416-366-7851  
 (Toronto Central)

3181 Eglinton Ave. E., Unit 111  
**Scarborough M1J 2G9**  
 416-261-7102  
 (Scarborough South)

90 Parma Court  
**Toronto M4A 1A6**  
 416-751-1037  
 (East Central & East York)

4630 Kingston Rd., Unit 8  
**Scarborough M1E 2P8**  
 416-281-2940  
 (Scarborough East)

275 Shuter St., Unit 108  
**Toronto M5A 1W4**  
 416-366-7768  
 (West Central)

2743 Victoria Park Ave.  
**Scarborough M1T 1A8**  
 416-499-4510  
 (North York East &  
 Scarborough West)

2105 Weston Rd.  
**Weston M9N 1X7**  
 416-247-5395  
 (York & Etobicoke Central)

3765 Chesswood Dr.  
**Downsview M3J 2P6**  
 416-636-6621  
 (North York West)

OHC FIELD OPERATIONS BRANCH  
MUNICIPAL NON-PROFIT HOUSING

MAH 34

777 Bay St., 2nd Flr.

Toronto M5G 2E5

416-585-6430

This program assists non-profit **housing** corporations, owned by municipalities, whose main objective is to supply affordable rental accommodation to senior citizens, families and **disabled** individuals. For municipalities developing their first municipal non-profit project, Ontario provides **grants** of up to \$5,000 to assess the viability of the project. This grant may be followed by interest-free **loans** to the non-profit corporation of up to 1.75 per cent of estimated project costs for administrative and development expenses. Additional interest free loans for technical consultants' fees may also be approved, provided that program criteria are met. There are federal and provincial **rent** reduction **grants** to offset annual operating losses. Municipal non-profit corporations are responsible for managing their own properties. Criteria for project approval include evidence of need for the project for both market rent and rent-geared-to-income components. Up to 25 per cent of the units in a municipal non-profit development for families may be allocated on a rent-geared-to-income basis. In **senior citizen** projects, the limit is 50 per cent. The remainder of the tenants in both cases would pay market rents. The program is administered by the OHC Field Operations Branch, see MAH 32.

OHC FIELD OPERATIONS BRANCH  
ONTARIO COMMUNITY HOUSING ASSISTANCE PROGRAM

MAH 35

777 Bay St., 2nd Flr.

Toronto M5G 2E5

416-585-6430

Two federal programs, the **Non-Profit Cooperative Housing Program** and the **Private Non-Profit Housing Program** are administered by the **Canada Mortgage and Housing Corporation**.

Private non-profit corporations and cooperatives involved in those programs may be eligible for additional financial assistance from the Province if needed, under the **Ontario Community Housing Assistance Program**. This could provide **rent-geared-to-income** assistance to a maximum of 50 per cent of the units in senior citizen and up to 25 per cent in family projects. Assistance is also available for projects housing individuals with special needs. The program is administered by the OHC Field Operations Branch, see MAH 32.

OHC FIELD OPERATIONS BRANCH  
CONVERT-TO-RENT PROGRAM

MAH 36

777 Bay St., 2nd Flr.

Toronto M5G 2E5

416-585-6391

The **Convert-To-Rent** program offers 15 year, interest free **loans** of \$7,000 per unit to assist in the conversion of non-residential buildings, such as vacant warehouses, factories, offices and second floor space above stores, to moderate rent housing.

The program is currently available in Barrie, Brantford, Cornwall, Guelph, Hamilton, Kingston, Kitchener, North Bay, Oshawa, Ottawa-Carleton, Peterborough, Sarnia, Sudbury, Thunder Bay and Metro Toronto.



OHC FIELD OPERATIONS BRANCH  
 ONTARIO HOME RENEWAL PROGRAM  
 777 Bay St., 2nd Flr.  
 Toronto M5G 2E5  
 416-585-6430

MAH 37

The **Ontario Home Renewal Program (OHRP)** assists owner-occupants to repair their **homes** to standards developed locally and acceptable to the Ministry. Many municipalities throughout Ontario administer the program locally.

A **loan** consisting of repayable and forgivable portions is available to homeowners whose adjusted family income does not exceed \$15,500. The maximum loan available to eligible homeowners is \$7,500. The forgivable portion of the loan is earned by continued ownership and occupancy of a property for a period of time depending on the forgivable portion. The maximum amount of the loan that may be forgiven is \$4,000. Physically **disabled** homeowners, or homeowners with physically disabled relatives residing permanently with them, may qualify for loans up to \$9,500. This special maximum loan recognizes the extra cost involved in alterations that make homes more accessible inside and outside.

The interest rate on the repayable portion is related to family income. For those earning under \$3,000 no interest charges would be applied. Up to 8% would be charged on loans to individuals who earn over \$8,000.

Detailed information and application forms are available from local **municipalities**. In areas that are not situated within existing municipal boundaries, assistance is provided through the Ministry of Northern Affairs Field Offices (see list under MNA 2).

OHC FIELD OPERATIONS BRANCH  
 PRIVATE ASSISTED RENTAL PROGRAM  
 777 Bay St., 2nd Flr.  
 Toronto M5G 2E5  
 416-585-6430

MAH 38

This program is designed to encourage greater participation by the private sector in providing **rent**-geared-to-income accommodation in selected municipalities. Builders arrange private **mortgage** financing insured under the **National Housing Act** and develop rental projects in municipalities selected by the Ministry. The builders construct, own and manage the properties and enter into long-term operating agreements with **Ontario Housing Corporation**. Up to 100 per cent of the units in a project are made available to applicants on the local housing authority's waiting list for assisted rental **housing** accommodation. Units under construction and completed projects are not eligible for the program. The difference between the rent guaranteed to the builder and the rent paid by tenants is supplemented by the federal and provincial governments on a 50/50 ratio. In addition, the builder is responsible for all project administration. The program is administered by the OHC Field Operations Branch, see MAH 32.

# OHC FIELD OPERATIONS BRANCH RENT SUPPLEMENT PROGRAM

MAH 39

777 Bay St., 2nd Flr.

Toronto M5G 2E5

416-585-6430

This program is designed to provide assisted rental **housing** for lower income residents. An objective of this program is to integrate socially assisted **tenants** into the general community, housing them in privately owned accommodation. Under the **rent** supplement program, the operating subsidies are shared on a 50/50 basis by the federal and provincial governments. The OHC enters into agreements with private owners who wish to make vacant rental units available for lower income families and individuals. After an owner and OHC agree on a market rent, the owner participates in selecting the tenants from the local housing authority's waiting list for assisted housing. The tenant signs a lease with the owner and pays rent, based on income, directly to the owner. OHC mails a monthly cheque to the owner to cover the difference between the rent paid by the tenant and the agreed upon market rent. Contracts generally are signed for a three year period. Rents are negotiated annually to reflect market trends. No more than 25 percent of the units in a complex or building may be accepted for lease under the program. The program is administered by the OHC Field Operations Branch, see MAH 32.

# OHC FIELD OPERATIONS BRANCH RURAL HOUSING PROGRAM

MAH 40

777 Bay St., 2nd Flr.

Toronto M5G 2E5

416-585-6430

In cooperation with **Canada Mortgage and Housing Corporation (CMHC)**, OHC assists families to become house owners in rural and remote areas. Eligible applicants obtain mortgage funds from CMHC for constructing or buying suitable houses and amortise the mortgages on a **rent**-geared-to-income payment schedule. Rental housing may also be built under the program for **senior citizens** in **municipalities** and **unorganized territories** with populations less than 2,500. Capital costs and operating subsidies are shared by the federal (75 per cent) and provincial (25 per cent) governments. The program is administered through the OHC Field Operations Branch, see MAH 32.

# OHC FIELD OPERATIONS BRANCH MUNICIPAL HOUSING STATEMENT PROGRAM

MAH 41

777 Bay St., 2nd Flr.

Toronto M5G 2E5

416-585-6430

The province provides grants to municipalities that wish to complete **Municipal Housing Statements (MHS)**. The Ministry carries out **Municipal Housing Statements** for **municipalities** under 10,000 in population and provides technical assistance to municipalities who are preparing a MHS with ministry funding. A MHS is a study of the total housing market of a municipality and is a prerequisite for participation in provincial assisted housing programs. Included in the Municipal Housing Statement is an assisted housing survey which sets targets for the need and demand for rental housing at a market rental rate and on a rent-geared-to-income basis. The program is administered by the OHC Field Operations Branch, see MAH 32.



**OHC PROGRAM POLICY AND EVALUATION**

MAH 42

**BRANCH**

777 Bay St., 2nd Flr.

Toronto M5G 2E5

416-585-6401

The Program Policy and Evaluation Branch develops and evaluates social housing program policy. It has three sections. Development and Evaluation reviews social housing programs and develops new initiatives. It also reviews social housing policy and operational procedures. Management Operations Review examines the cost effectiveness of operational policies, programs and procedures. Operational Support Services evaluates support programs such as social and recreational services. Other duties include dealing with housing authority appointments and updating field manuals for social housing programs.

**OHC TECHNICAL SUPPORT BRANCH**

MAH 43

777 Bay St., 2nd Flr.

Toronto M5G 2E5

416-585-6516

Technical Support Branch provides architectural, engineering and appraisal services to the Ontario Housing Corporation client groups through the regional housing programs offices. Its responsibilities include planning for long-term maintenance and upgrading of OHC housing, estimating costs for major renovation or repair work, establishing evaluation criteria for projects proposed under the municipal non-profit housing program, and helping regional housing programs offices on program delivery matters.

**COMMUNITY HOUSING**

MAH 44

**HOUSING POLICY AND PROGRAM DEVELOPMENT BRANCH**

777 Bay St., 2nd Flr.

Toronto M5G 2E5

416-585-6360

This branch deals with broad, general issues in the housing market, including rental and ownership. It is charged with developing new provincial housing policies and programs.

The branch has two units. The duties of the Policy and Program Development Unit include developing strategic policy for private market ownership and rental housing and monitoring economic conditions and trends that affect housing policies. The Corporate Planning unit is responsible for all Community Housing corporate and strategic planning.

**COMMUNITY HOUSING**

MAH 45

**HOUSING RENOVATION AND ENERGY CONSERVATION UNIT**

777 Bay St., 2nd Flr.

Toronto M5G 2E5

416-585-6515

The Housing Renovation and Energy Conservation Unit's (HREC) activities include liaison with the major client groups involved in housing rehabilitation and energy conservation; developing resources to aid client groups and industry in the rehabilitation process; assembling and providing current information on trends and activities in the housing rehabilitation field.

A comprehensive series of booklets and brochures providing advice for the general pub-

lic and contractors on **energy** conservation in the **home** is available from the unit. An energy conservation manual for managers of multi-unit buildings is also distributed, together with a do-it-yourself energy audit.

Advice and assistance is provided to municipalities on the administration of property standards by-laws and local property maintenance programs. Section 36 of the **Planning Act** permits **municipalities** to enact **property** standards by-laws setting out minimum standards of maintenance and occupancy for property, thereby ensuring that **buildings** are maintained in a habitable condition and not allowed to deteriorate. Advice and assistance is given to municipalities wishing to embark on a property maintenance program.

The unit administers the annual **Ontario Renews Awards** which are given to encourage and recognize excellence in the innovative renovation of residential **buildings**, groups of buildings and related projects throughout Ontario. Awards are made to a number of categories ranging from small private projects to multiple housing and community improvement schemes.

**Howland House** is an information centre demonstration house located at 16 Howland Road, Toronto M4K 2Z6 and staffed by the HREC Unit. Incorporating a wide variety of **energy** saving techniques and products, the house is open to the public Wednesday to Sunday. For further information call 416-461-3223.

## AGENCIES

For some background information on ministerial agencies, boards and commissions, see the first entry under Royal Commissions, Special Purpose Bodies and Others (COMM 1). Some of this Ministry's agencies are listed below. For information on agencies not listed, contact this Ministry's information or communications branch. Housing authorities are listed under the Field Operations Branch entry (MAH 32).

### NIAGARA ESCARPMENT DEVELOPMENT CONTROL

MAH 46

3228 South Service Rd.  
Burlington L7N 3H8  
416-681-1555

The Niagara Escarpment Development Control Hearing Office in Burlington conducts hearings on appeals from decisions made by the **Niagara Escarpment Commission**.

### ONTARIO LAND CORPORATION

MAH 47

777 Bay St., 16th Flr.  
Toronto M5G 2E5  
416-585-6016

The **Ontario Land Corporation (OLC)** is the corporate vehicle for the Ministry's Real Estate Wing. It is responsible for planning, financing, developing, managing and marketing all provincially owned **land** acquired for residential, industrial and commercial development. Included are the new communities of Townsend in the City of Nanticoke, Region of Haldimand-Norfolk; Seaton, in the Town of Pickering within the Region of Durham; Heritage Green in the Region of Hamilton Wentworth.

The Corporation is also responsible for directing the mortgage lending activities of the government administered by its subsidiary, Ontario Mortgage Corporation.



**ONTARIO MORTGAGE CORPORATION**

MAH 48

777 Bay St., 16th Flr.  
 Toronto M5G 2E5  
 416-585-6015

The Ontario Mortgage Corporation (OMC), a subsidiary of Ontario Land Corporation, administers the repayment of **mortgages** and leases committed under various Ministry lending programs and the **Ontario Rental Construction Loan Program (ORCL)**, and **Ontario Renter Buy Program**. The Mortgage Administration and Services Branch provides administrative support for the Corporation's activities.

**ACTS****ACTS**

MAH 49

The following is a list of Acts administered by the Ministry of Municipal Affairs and Housing. For information on which branches administer the Acts, see the Key Word Index or contact this Ministry's legal service branch or information/communications branch.

Barrie-Innisfil Annexation Act, 1981  
 Brantford-Brant Annexation Act, 1980  
 Building Code Act  
 City of Cornwall Annexation Act, 1974  
 City of Gloucester Act, 1980  
 City of Hamilton Act, 1975  
 City of Hazeldean-March Act, 1978  
 City of Nepean Act, 1978  
 City of Ottawa Road Closing & Conveyance Validation Act, 1981  
 City of Port Colborne Act, 1974  
 City of Sudbury Hydro-Electric Service Act, 1980  
 City of Thorold Act, 1975  
 City of Thunder Bay Act, 1968-69  
 City of Timmins-Porcupine Act, 1972  
 City of Toronto Act  
 County of Haliburton Act, 1982  
 County of Oxford Act  
 District Municipality of Muskoka Act  
 District of Parry Sound Local Government Act, 1979  
 Elderly Persons' Housing Aid Act  
 Housing Development Act  
 International Bridges Municipal Payments Act, 1981  
 Line Fences Act  
 Local Improvement Act  
 Ministry of Municipal Affairs and Housing Act, 1981  
 Moosonee Development Area Board Act  
 Municipal Act  
 Municipal Affairs Act  
 Municipal Arbitrations Act  
 Municipal Boundary Negotiations Act, 1981  
 Municipal Conflict of Interest Act, 1983

Municipal Corporations Quieting Orders Act  
Municipal Elderly Residents' Assistance Act  
Municipal Elections Act  
Municipal Franchises Act  
Municipal Interest and Discount Rates Act, 1982  
Municipal Subsidies Adjustment Repeal Act, 1976  
Municipal Tax Assistance Act  
Municipal Unemployment Relief Act  
Municipal Works Assistance Act  
Municipality of Metropolitan Toronto Act  
Municipality of Shuniah Act, 1936  
North Pickering Development Corporation Act, 1974  
Ontario Housing Corporation Act  
Ontario Land Corporation Act  
Ontario Planning and Development Act  
Ontario Unconditional Grants Act  
Ontario Youth Employment Act  
Ottawa-Carleton Amalgamations and Elections Act, 1973  
Parkway Belt Planning and Development Act  
Planning Act, 1983  
Planning Statute Law Amendment Act, 1983  
Police Village of St. George Act, 1980  
Provincial Parks Municipal Tax Assistance Act  
Public Parks Act  
Public Utilities Act  
Public Utilities Corporations Act  
Regional Municipality of Durham Act  
Regional Municipality of Haldimand-Norfolk Act  
Regional Municipality of Halton Act  
Regional Municipality of Hamilton-Wentworth Act  
Regional Municipality of Niagara Act  
Regional Municipality of Ottawa-Carleton Act  
Regional Municipality of Ottawa-Carleton Land Acquisition Act, 1980  
Regional Municipality of Peel Act  
Regional Municipality of Sudbury Act  
Regional Municipality of Waterloo Act  
Regional Municipality of York Act  
Road Access Act  
Rural Housing Assistance Act  
Shoreline Property Assistance Act  
Snow Roads and Fences Act  
Statute Labour Act  
Tax Sales Confirmation Act, 1974  
Territorial Division Act  
Tom Longboat Act, 1980  
Toronto District Heating Corporation Act, 1980  
Toronto Islands Act  
Town of Wasaga Beach Act, 1973



Township of North Plantagenet Act, 1976

Village of Point Edward Act, 1979

Wharfs and Harbours Act

## MINISTRY OF NATURAL RESOURCES

99 Wellesley St. W.

Whitney Block,

Queen's Park, Toronto M7A 1W3

The Ministry of Natural Resources Act, 1972, created the new Ministry of Natural Resources by amalgamating the former Department of Lands and Forests and the Department of Mines and Northern Affairs. The Act also repealed the provisions of a number of Acts on which the department depended for administrative authority. Further, effective October 30, 1973 the Act provided for the appointment of a Mining and Lands Commissioner and advisory committees.

The goal of the Ministry is to provide a continuing combination of resource development, outdoor recreation and quality environment most consistent with the social and economic well-being of the people of Ontario by utilizing Crown lands and waters and by encouraging the use and development of private lands and waters.

### DEPUTY MINISTER'S OFFICE

#### POLICY AND PLANNING SECRETARIAT

MNR 1

99 Wellesley St. W.,

Whitney Block, Rm. 6440

Queen's Park, Toronto M7A 1W3

416-965-8422

The Secretariat provides support to the Deputy Minister's office and the executive management team of the Ministry. It supports senior management through the development and coordination of policy, the maintenance of the policy system, the strategic planning process, the preparation of priority guidelines, and the assessment of policy proposals from within and outside the Ministry. Provides leadership for **land use planning** and integrated resource management planning through the development and maintenance of guidelines and processes, and through coordinating land use planning at the Provincial level. Coordinates the preparation of **environmental assessments** for the Ministry, subject to the **Environmental Assessment Act**. Coordinates the input to and review of plans of **municipalities** and other agencies relative to this Ministry's plans and programs. Ensures liaison with Cabinet Office, the Cabinet Committees and the Resources Development Secretariat.

### FIELD ORGANIZATION

#### FIELD ORGANIZATION

MNR 2

The Ministry of Natural Resources is organized functionally and geographically so that the operational decision-making is as close as possible to the program delivery level. For administrative purposes, Ontario is divided into eight regions and 47 districts. The district managers, regional directors and two field assistant deputy ministers serve the public and local area interests in implementing the Land Management, Outdoor Recreation and Resources Products programs of the Ministry (separately described). These programs cover minerals management, fish and wildlife, forest management, public lands and waters and provincial parks.

The main thrust of program delivery is in the Ministry's district offices where the management and use of natural resources takes place with consideration for local require-



ments. District managers and staff are responsible for the preparation of local program strategies (e.g., land use planning) and for the integration of individual resource plans that are consistent with the district strategy. Each district manager is responsible to the appropriate regional director for all activities assigned to the district.

Each regional office is organized into functional units headed by specialists responsible for providing advice and support to the districts. In some instances, such as conservation authorities, mineral management, engineering and administrative services, the regional office is also the delivery point for Ministry programs.

The principal role of the regional director and staff is to direct and coordinate the work of the districts by establishing regional priorities and allocating appropriate resources to meet these; by establishing program standards and auditing to ensure that the standards are met; by developing training programs and ensuring that they are implemented; and by providing specialized advice and support services. In addition, the regional director and staff recommend annual work plans to the Assistant Deputy Ministers and identify areas where policy is required or needs to be modified.

The two field assistant deputy ministers are responsible for program management, coordination of policy and delivery of services across Northern and Southern Ontario. They convey the opinions of field staff to the Deputy Minister through their membership on senior management committees.

For the locations of regional, district and other offices, see the following entries; Field Organization, Northern Ontario, MNR 3 and Field Organization, Southern Ontario, MNR 5.

## FIELD ORGANIZATION, NORTHERN ONTARIO MNR 3

### ASSISTANT DEPUTY MINISTER

Ontario Government Bldg.  
435 James St. S., P.O. Box 5000  
Thunder Bay P7C 5G6  
807-475-1271  
(When in Toronto: Rm. 6346, Whitney Block  
416-965-7783)

The four northern regional directors and the Aviation and Fire Management Centre director report to the Assistant Deputy Minister of Northern Ontario. Each regional office is listed below, followed by the district offices, year round work centres, **fisheries** assessment units and **nurseries** reporting to it. Residents outside an office's toll-free calling area are advised to consult the blue pages of their public telephone directory for the toll-free long distance telephone number.

### NORTH CENTRAL REGION

*Regional Office*  
Ontario Government Building  
435 James St. S., P.O. Box 5000  
Thunder Bay 'F' P7C 5G6  
807-475-1261

### District Offices

108 Saturn Ave.  
**Atikokan P0T 1C0**  
807-597-6971  
  
Box 640  
**Geraldton P0T 1M0**  
807-854-1030

Box 970  
**Nipigon P0T 2J0**  
807-887-2120

P.O. Box 280  
**Terrace Bay P0T 2W0**  
807-825-3205

Ontario Government Building  
435 James St. S., P.O. Box 5000  
**Thunder Bay 'F' P7C 5G6**  
807-475-1511

**Year Round Work Centres**

*Armstrong Satellite Base*  
P.O. Box 69  
**Armstrong P0T 1A0**  
807-583-2364  
(Nipigon District)

*Fisheries Research  
Productivity Unit*  
Spruce River Rd., P.O. Box 2089  
**Thunder Bay P7B 5E7**  
807-683-6232

*Fisheries Research Walleye Unit*  
Ontario Government Bldg.  
435 James St. S.  
**Thunder Bay P7B 5B7**  
807-475-1636

*Forest Research Station*  
Dawson Rd., P.O. Box 2960  
**Thunder Bay P7B 5G5**  
807-767-1607

*Geraldton Fire Centre*  
P.O. Box 640  
**Geraldton P0T 1M0**  
807-854-1600

*Nakina Office*  
23 Kingsland  
**Nakina P0T 2H0**  
807-329-5251  
(Geraldton District)

*Nym Lake Base*  
**Atikokan P0T 1C0**  
807-597-2733  
(Atikokan District)

*Macdiarmid Satellite Base*  
P.O. Box 120  
**Beardmore P0T 1G0**  
807-885-5521  
(Nipigon District)

*Manitouwadge*  
Box 309  
**Manitouwadge P0T 2C0**  
807-826-3225  
(Terrace Bay District)

*Regional Fire Centre*  
1580 Arthur St. W.  
**Thunder Bay P7E 5S1**  
807-475-1405

*Shebandowan Headquarters*  
P.O. Box 43  
**Shebandowan P0T 2T0**  
807-926-2182  
(Thunder Bay District)

*Thunder Bay District Fire Centre*  
P.O. Box 5000  
1580 West Arthur St.  
**Thunder Bay P7E 5S1**  
807-475-1415

*Thunder Bay Service Centre*  
P.O. Box 5000  
1580 West Arthur St.  
**Thunder Bay P7E 5S1**  
807-475-1645

*Upsala Headquarters*  
**Upsala P0T 2Y0**  
807-986-2339  
(Thunder Bay District)



## Fisheries Assessment Unit

*Lake Superior*  
P.O. Box 5000  
**Thunder Bay P7C 5G6**  
807-475-1635

## Fish Culture Station

*Dorion*  
**Dorion P0T 1K0**  
807-939-2558  
(Thunder Bay Region)

## Nurseries

*Thunder Bay Nursery*  
Thunder Bay Forest Station  
R. R. 1  
**Thunder Bay P7C 4T9**  
807-577-6409

## NORTHEASTERN REGION

*Regional Office*  
Provincial Government Bldg.  
199 Larch St.  
**Sudbury P3E 5P9**  
705-675-4120

*Mining Recorder's Office*  
875 Queen St. E.  
Box 669  
**Sault Ste. Marie P64 5N2**  
705-949-1231

*Forest Research*  
1219 Queen St. E.  
**Sault Ste. Marie P6A 5M7**  
705-949-9461

*Fisheries Research South Baymouth*  
R. R. 1  
**Tehkummah P0P 2C0**  
705-859-3137

*Fisheries Research Lake Superior*  
875 Queen St. E.  
Box 130  
**Sault Ste. Marie P6A 5L5**  
705-949-1231

*Regional Geologist's Office*  
875 Queen St. E., Box 130  
**Sault Ste. Marie P6A 5L5**  
705-949-1231

*Resident Geologist's Office*  
199 Larch St.  
**Sudbury P3E 5P9**  
705-675-4128

## District Offices

62 Queen St., Box 190  
**Blind River P0R 1B0**  
705-356-2234

Box 1340  
**Espanola P0P 1C0**  
705-869-1330

Box 3070  
**North Bay P1B 8K7**  
705-474-5550

875 Queen St. E.  
**Sault Ste. Marie P6A 5L5**  
705-949-1231

P.O. Box 3500, Station 'A'  
**Sudbury P3A 4S2**  
705-522-7823

Box 38  
**Temagami P0H 2H0**  
705-569-3622

*Timiskaming Testing Laboratory*  
**Cobalt P0J 1C0**  
705-679-8313

22 Mission Rd., Box 1160  
**Wawa P0S 1K0**  
705-856-2396

**Year Round Work Centres**

*Cold Storage Warehouse*  
P.O. Box 1160, Hwy 101  
**Wawa P0S 1K0**  
705-856-7041

*Kirkwood Office*  
P.O. Box 310  
**Thessalon P0R 1L0**  
705-842-2434  
(Blind River District)

*Operations Base*  
P.O. Box 1160, Mine Rd.  
**Wawa P0S 1K0**  
705-856-2396

*Powassan*  
Box 208  
**Powassan P0H 1Z0**  
705-724-2007  
(North Bay District)

*Tarentorus Trout Rearing Station*  
875 Queen St. E., Box 130  
**Sault Ste. Marie P6A 5L5**  
705-253-8953

*Trout Mills*  
Box 3070  
**North Bay P1B 8K7**  
705-472-9550

**Fisheries Assessment Unit**

*Nipissing*  
222 McIntyre St. W.  
**North Bay P1B 8K7**  
705-474-5550

**Fish Culture Stations**

*North Bay*  
R. R. 1  
**Redbridge P0H 2A0**  
705-663-2311

*Sandfield*  
Box 10, R. R. 3  
**Manitoulin Island P0P 2C0**  
705-859-3370  
(Espanola District)

*Tarentorus*  
R. R. 4  
**Sault Ste. Marie P6A 5K9**  
705-253-8953

**Nurseries**

*Kirkwood Nursery*  
Box 310  
**Thessalon P0R 1L0**  
705-842-2345

**NORTHERN REGION**

*Regional Office*  
140 Fourth Ave., Box 3000  
**Cochrane P0L 1C0**  
705-272-4287

*Regional Sub-Office*  
60 Wilson Ave.  
**Timmins P4N 2S7**  
705-267-1401

**District Offices**

34 Birch St.  
**Chapleau P0M 1K0**  
705-864-1710

2 Third Ave., Box 730  
**Cochrane P0L 1C0**  
705-272-4365

P.O. Box 129  
**Gogama P0M 1W0**  
705-894-2000

Box 670  
**Hearst P0L 1N0**  
705-362-4346



6 Government Rd.  
**Kapuskasing P5N 2W4**  
 705-335-6191

Box 129  
**Swastika P0K 1T0**  
 705-642-3222  
 (Kirkland Lake District)

*Resident Geologist*  
 4 Government Rd. E.  
**Kirkland Lake P2N 1A2**  
 705-567-5242

Box 190  
**Moosonee P0L 1Y0**  
 705-336-2987

896 Riverside Dr.  
**Timmins P4N 3W2**  
 705-267-7951

#### **Year Round Work Centres**

*Elk Lake Sub-Office*  
 P.O. Box 100  
**Elk Lake P0K 1J0**  
 705-678-2241

*Englehart Sub-Office*  
 P.O. Box 320  
**Englehart P0J 1H0**  
 705-544-2331

*Hornepayne*  
 P.O. Box 429  
**Hornepayne P0M 1Z0**  
 807-868-2303  
 (Hearst District)

*Matheson Sub-Office*  
 P.O. Box 609  
**Matheson P0K 1N0**  
 705-273-2546  
 (Kirkland Lake District)

#### **Fish Culture Station**

*Hills Lake*  
 R. R. 2  
**Englehart P0J 1H0**  
 705-544-2834  
 (Kirkland Lake District)

#### **Nurseries**

*Chapleau Nursery*  
 34 Birch St.  
**Chapleau P0M 1K0**  
 705-864-1717

*Gogama Nursery*  
**Gogama P0M 1W0**  
 705-894-2000

*Swastika Nursery*  
 P.O. Box 129  
**Swastika P0K 1T0**  
 705-642-3255

#### **NORTHWESTERN REGION**

*Regional Office*  
 808 Robertson St.  
 Box 5160  
**Kenora P9N 3X9**  
 807-468-3111

#### **District Offices**

Box 730  
**Dryden P8N 2Z4**  
 807-223-3341

922 Scott St.  
**Fort Frances P9A 1J4**  
 807-274-5337

Box 448  
**Ignace P0T 1T0**  
 807-934-2233

Box 5080  
**Kenora P9N 3X9**  
 807-468-9841

Box 5003  
**Red Lake P0V 2M0**  
807-727-2253

*Resident Geologist*  
Box 860  
**Red Lake P0V 2M0**  
807-727-2252

*Mining Recorder*  
P.O. Box 324  
**Red Lake P0V 2M0**  
807-727-2250

Box 309  
**Sioux Lookout P0V 2T0**  
807-737-1140

*Resident Geologist*  
Box 1089  
**Sioux Lookout P0V 2T0**  
807-737-1291

*Mining Recorder*  
P.O. Box 669  
**Sioux Lookout P0V 2T0**  
807-737-2100

#### **Year Round Work Centres**

*Fort Frances Sub-Office*  
P.O. Box 7  
**Rainy River P0W 1L0**  
807-852-3801  
(Fort Frances District)

**AVIATION AND FIRE MANAGEMENT CENTRE**  
55 Church St., P.O. Box 310  
Sault Ste. Marie P6A 5L8  
705-942-1800

*Pickle Lake Satellite Base*  
**Pickle Lake P0V 3A0**  
807-928-2470  
(Sioux Lookout District)

*Regional Service Centre*  
P.O. Box 850  
**Dryden P8N 2Z5**  
807-937-4489

*Sioux Lookout Fire Centre*  
Box 309  
**Sioux Lookout P0V 2T0**  
807-737-1140

#### **Fisheries Assessment Unit**

*Lake of the Woods*  
808 Robertson St.  
P.O. Box 5080  
**Kenora P9N 3X9**  
807-468-9841

#### **Nursery**

*Wabigoon Nursery*  
P.O. Box 90  
**Wabigoon P0V 2W0**  
807-938-6326

Coordinates the operation and maintenance of the provincial fleet of **aircraft** for **forest fire** supression, resources management, aerial **surveys**, aerial **photographs**, mercy flights, search and rescue missions and transportation. Organizes fire management planning. In company with the regions, coordinates provincial fire control operations, **research** and development of forest fire equipment and systems, and forest fire training and prevention. Establishes interprovincial agreements and cooperates with municipalities, railway and forest industries on forest fire prevention and control. Manages a provincial **telecommunications** network consisting of radio systems serving all of the major ministry programs including forest fire control and aircraft communications. Organizes research and development of telecommunications equipment and systems. Each regional office



has a telecommunications supervisor working in conjunction with this office. The centre has a flight operations office in Malton (P.O. Box 189, Mississauga L4T 3B6, 416-678-1173).

## FIELD ORGANIZATION, SOUTHERN ONTARIO

MNR 5

### ASSISTANT DEPUTY MINISTER

Maple L0J 1E0

416-832-2761

(When in Toronto: Rm. 6346, Whitney Block

416-965-7783)

The four southern regional directors report to the Assistant Deputy Minister of Southern Ontario. Each regional office is listed below, followed by the district offices, year round work centres, **fisheries** assessment units and **nurseries** reporting to it. The Petroleum Resources Program, described in a separate entry, is administered by the Southwestern Regional Office. Residents outside an office's toll-free calling area are advised to consult the blue pages of their public telephone directory for the toll-free long distance telephone number.

### ALGONQUIN REGION

#### *Regional Office*

Brendale Square, Box 9000

**Huntsville P0A 1K0**

705-789-9611

*Leslie M. Frost*

*Natural Resources Centre*

**Dorset P0A 1E0**

705-766-2451

*Construction Depot Huntsville*

Box 1119

**Huntsville P0A 1K0**

705-789-4471

#### **District Offices**

Box 219

**Whitney K0J 2M0**

705-637-2780

(Algonquin Park District)

Box 500

**Bancroft K0L 1C0**

613-332-3940

(Bancroft District)

Box 1138

**Bracebridge P0B 1C0**

705-645-8747

(Bracebridge District)

General Delivery

**Minden K0M 2K0**

705-286-1521

(Minden District)

4 Miller St.

**Parry Sound P2A 1S8**

705-746-4201

(Parry Sound District)

Riverside Dr., Box 220

**Pembroke K8A 6X4**

613-732-3661

(Pembroke District)

#### **Year Round Work Centres**

*Algonquin Park Museum*

Box 219

**Whitney K0J 2M0**

705-633-5592

(Algonquin Park District)

*Dacre*

**Dacre K0J 1N0**

613-649-2418

(Pembroke District)

*Palmer Rapids*

**Palmer Rapids K0J 2E0**  
613-758-2020  
(Pembroke District)

*Parry Sound*

7 Bay St.  
**Parry Sound P2A 1S4**  
705-746-4201  
(Parry Sound District)

*Portage Lake*

Site 5, Box 4, R. R. 1  
**Britt P0G 1A0**  
705-383-2317  
(Parry Sound District)

*Round Lake*

R. R. 5  
**Killaloe K0J 2A0**  
613-757-2507  
(Pembroke District)

*Stonecliffe*

**Stonecliffe K0J 2K0**  
613-586-2253  
(Algonquin Park District)

**Fisheries Assessment Units**

*Algonquin*

P.O. Box 219  
**Whitney K0J 2M0**  
705-637-2780  
(Algonquin Park District)

*Haliburton-Hastings*

Box 500  
**Bancroft K0L 1C0**  
613-332-3940

**Fish Culture Stations**

*Pembroke*

Laurentian Dr.  
**Petawawa K8H 2Z1**  
613-687-5935  
(Pembroke District)

*Skeleton Lake*

R. R. 1  
**Utterson P0B 1M0**  
705-769-3731  
(Bracebridge District)

**CENTRAL REGION**

*Regional Office*

10670 Yonge St.  
**Richmond Hill L4C 3C9**  
416-884-9203

**District Offices**

Box 2186, Beaverdale Rd.  
**Cambridge N3C 2W1**  
519-658-9356  
(Cambridge District)

Midhurst L0L 1X0  
705-728-2900  
(Huron District)

Ontario Government Bldg.  
322 Kent St. W.  
**Lindsay K9V 2Z9**  
705-324-6121  
(Lindsay District)

**General Delivery**

**Maple L0J 1E0**  
416-832-2761  
(Maple District)

Hwy 20, Box 1070  
**Fonthill L0S 1E0**  
416-892-2656  
(Niagara District)

**Year Round Work Centres**

*Dufferin*

R. R. 2  
**Lisle L0M 1M0**  
705-435-4247  
(Huron District)



*Ganaraska Forest*

R. R. 2

**Millbrook L0A 1G0**

416-797-2959

(Lindsay District)

*Northumberland Forest*

R. R. 4

**Roseneath K0K 2X0**

416-349-2779

(Lindsay District)

*South Simcoe*

Box 490

**Angus L0M 1B0**

705-525-5312

(Huron District)

*Tiny/Wye Marsh*

Wildlife Areas, Box 613

**Midland L4R 4L3**

705-526-6958

(Huron District)

*Wildlife Compound*

R. R. 2

**Minesing L0L 1Y0**

705-728-4382

(Huron District)

*York Regional Forest Headquarters*

R. R. 3

**Stouffville L0H 1L0**

416-473-2160

(Maple District)

*Bass Lake Provincial Park*

Box 607

**Orillia L3V 6S1**

705-326-7054

(Huron District)

(Camping &amp; day use)

Seasonal Conservation Officer

Headquarters year round)

*Earl Rowe Provincial Park*

Box 966

**Alliston L0M 1A0**

705-435-4331

(Huron District)

(Camping &amp; day use)

Seasonal Conservation Officer

Headquarters year round)

*Bronte Creek Provincial Park*

1219 Burloak Dr., R. R. 2

**Burlington L7R 3X5**

416-827-6911

(Cambridge District)

(Day use facilities)

**Fisheries Assessment Units**
*Kawartha*

322 Kent St. W.

**Lindsay K9V 2Z9**

705-324-6121

(Lindsay District)

*Lake Ontario*

10670 Yonge St.

**Richmond Hill L4C 3C9**

416-884-9203

*Lake Simcoe*

Sibbald's Point Provincial Park

R. R. 2

**Sutton West L0E 1R0**

416-722-5512

**Fish Culture Station**
*Deer Lake*

R. R. 1

**Havelock K0L 1Z0**

705-778-3391

(Lindsay District)

**Nurseries**
*Midhurst Nursery*
**Midhurst L0L 1X0**

705-728-6599

*Orono Nursery*  
**Orono L0B 1M0**  
416-983-9147

*Ontario Tree Seed Plant*  
P.O. Box 70  
**Angus L0M 1B0**  
705-424-5311

## **EASTERN REGION**

*Regional Office*  
Provincial Government Bldg.  
Concession Rd.  
**Kemptville K0G 1J0**  
613-258-3413

### **District Offices**

P.O. Box 605  
Oxford Avenue  
**Brockville K6A 5Y8**  
613-342-8524  
(Brockville District)

113 Amelia St., Box 1749  
**Cornwall K6H 5V7**  
613-933-1774  
(Cornwall District)

10 Findlay Ave.  
**Carleton Place K7C 3Z6**  
613-257-5735  
(Carleton Place District)

1 Richmond Blvd.  
**Napanee K7R 3S3**  
613-354-2173  
(Napanee District)

Metcalf St.  
**Tweed K0K 3J0**  
613-478-2330  
(Tweed District)

### **Year Round Work Centres**

*Alexandria Sub-Office*  
P.O. Box 444  
**Alexandria K0C 1A0**  
613-525-2443  
(Cornwall District)

*Glenora Research Station*  
R. R. 4  
**Picton K0K 2T0**  
613-476-2400  
(Napanee District)

*Larose Forest Headquarters*  
P.O. Box 10  
**Bourget K0A 1E0**  
613-487-2100  
(Cornwall District)

*Limerick Forest Headquarters*  
R. R. 2  
**Oxford Station K0G 1T0**  
613-258-3151  
(Brockville District)

*Tweed Warehouse and Fire Complex*  
Hungerford Rd.  
**Tweed K0K 3J0**  
613-478-2330  
(Tweed District)

*White Lake*  
R. R. 2  
**Sharbot Lake K0H 2P0**  
613-335-2115  
(Tweed District)

### **Fish Culture Stations**

R.R.2  
**Codrington K0K 1R0**  
613-475-2512  
(Napanee District)

P.O. Box 120  
Mountain St.  
**Westport K0G 1X0**  
613-273-2106  
(Brockville District)



**Nurseries**

*G. Howard Ferguson*  
 R.R. #4  
**Kemptville K0G 1J0**  
 613-238-7326  
 613-258-3413

**SOUTHWESTERN REGION**

*Regional Office*  
 1106 Dearness Dr.  
**London N6E 1N9**  
 519-681-5350

**District Offices**

353 Talbot St. W., Box 940  
**Aylmer N5H 2S8**  
 519-773-9241  
 (Aylmer District)

Kent County Municipal Bldg.  
 435 Grand Ave. W., Box 1168  
**Chatham N7M 5L8**  
 519-354-7340  
 (Chatham District)

611-9th Ave. E.  
**Owen Sound N4K 3E4**  
 519-376-3860  
 (Owen Sound District)

645 Norfolk St. N.  
**Simcoe N3Y 3R2**  
 519-426-7650  
 (Simcoe District)

R.R. 5  
**Wingham N0G 2W0**  
 519-357-3131  
 (Wingham District)

**Year Round Work Centres**

*Fisheries Research Station*  
 R. R. 2  
**Wheatley N0P 2P0**  
 519-825-4171  
 (Chatham District)

*Hullett Wildlife Management Area*  
 R. R. 4  
**Clinton N0M 1L0**  
 519-482-7011  
 (Wingham District)

*Kilworth Division Office*  
 R. R. 3  
**London N6A 4B7**  
 519-472-0820  
 (Aylmer District)

*Lake Erie Assessment  
 Sub Station*  
 Box 429  
**Port Dover N0A 1N0**  
 519-583-0981  
 (Simcoe District)

*Petroleum Resources Laboratory*  
 458 Central Ave.  
**London N6B 2E5**  
 519-433-8431

*Petrolia Detachment Office*  
 P.O. Box 1379, 4229 Petrolia St.  
**Petrolia N0N 1R0**  
 519-882-0502  
 (Chatham District)

*Tilbury Detachment Office*  
 P.O. Box 777  
**Tilbury N0P 2L0**  
 519-682-0790  
 (Chatham District)

**Fish Culture Stations**

*Chatsworth*  
 R. R. 2  
**Chatsworth N0H 1G0**  
 519-794-2340  
 (Owen Sound District)

*Normandale*  
 R. R. 1  
**Vittoria N0E 1W0**  
 519-426-3142  
 (Simcoe District)

## Fisheries Assessment Units

### *Lake Erie*

R. R. 2

**Wheatley NOP 2P0**

519-825-4623

(Chatham District)

### *Lake Huron*

611 Ninth Ave. E.

**Owen Sound N4K 3E4**

519-376-6531

(Owen Sound District)

### *Lake St. Clair*

R. R. 2

**Tilbury N0P 2L0**

519-682-1152

## Nurseries

### *St. Williams Nursery*

R. R. 1

**St. Williams N0E 1P0**

519-586-3576

## PETROLEUM RESOURCES PROGRAM

MNR 6

1106 Dearness Dr.

London N6E 1N9

519-681-5350

**Petroleum Resources Act** is administered by the Ministry of Natural Resources, South-western Regional Office. This office regulates exploration, **drilling** and production of **oil** and **natural gas** on **land** and **offshore** in the **Great Lakes**. **Permits to drill petroleum wells** and **licences** to operate **drilling rigs**, lease **oil** and **gas rights**, and conduct exploration **surveys** are issued. Applications for **NORP (New Oil Reference Price)** payments are received. **Maps** showing **petroleum well** locations and status are provided. Inquiries regarding unsafe or uncontrolled flowing **wells** and brine spills are investigated. Historical records of geophysical logs and samples of petroleum wells previously drilled in Ontario are available to public at the Petroleum Resources Laboratory, 458 Central Ave., London (519-433-8431). Inquiries regarding specific wells may be directed to Petroleum Resources Inspectors at the Simcoe, Aylmer, and Chatham district offices, see Ministry of Natural Resources Field Organization, Southern Ontario, MNR 5.

## ADMINISTRATION DIVISION

### ADMINISTRATIVE SERVICES BRANCH

MNR 7

99 Wellesley St. W.

Whitney Block, Rm. 5528

Queen's Park, Toronto M7A 1W3

416-965-2711

Administrative Services Branch provides a number of support services to the Ministry, in addition to advice and guidance on administrative matters. Support services include a purchasing unit, copy centre and word processing services for main office, mail and telex services, records management, assets management, and the maintenance of policy and procedures manuals (e.g., Manual of Administration, Ministry directive manuals, etc.). Provides liaison with the Ministry of Government Services to coordinate common services such as telephones, acquisition and design of facilities and the purchase of commonly used supplies. Provides fleet management and insurance, customer services and other special services and functions (e.g. arranging functions, booking airline tickets, etc.) and advice on the use of technology in administrative applications.

The branch operates a **public service centre** which serves the public through these units:



**Aerial Photo Unit** (965-1123) which provides aerial **photographs**; **Map Unit** (965-6511 and 965-1348) which provides topographical, geological and geographical **maps** including canoe routes and **mining** publications; **Hunting and Fishing Licences Sales** (965-6512). Hunting and fishing licences are also available from Ministry regional or district offices (listed under Ministry of Natural Resources Field Organization, MNR 3 or MNR 5) and some sporting goods stores.

#### AFFIRMATIVE ACTION PROGRAM

MNR 8

99 Wellesley St. W.  
Whitney Block, Rm. 6441  
Queen's Park, Toronto M7A 1W3  
416-965-5663

**The Affirmative Action Program** Coordinator plans, develops and coordinates the Affirmative Action Program to improve the status of Ontario government female employees with the ultimate aim of ensuring equal opportunity for women.

#### COMMUNICATIONS SERVICES BRANCH

MNR 9

99 Wellesley St. W.  
Whitney Block, Rm. 5340  
Queen's Park, Toronto M7A 1W3  
General Inquiries: 416-965-1281  
Parks Information: 416-965-3081

The Communications Services Branch informs the public, client groups and the media about the Ministry's activities. It establishes communications policy for the Ministry and advises its branches on communications problems. The branch provides communications support to the Minister and the Deputy Minister. Its activities include media liaison, answering public inquiries, and producing and distributing publications, news releases and audio-visual materials. **Landmarks**, a subscription magazine is published quarterly for those interested in Ontario's natural resources and their management. **Travel** counselling is also provided to the public on Provincial **Parks**.

#### LEGAL SERVICES BRANCH

MNR 10

99 Wellesley St. W.  
Whitney Block, Rm. 6420  
Queen's Park, Toronto M7A 1W3  
416-965-2748

Counsels the Ministry on legal matters, including the interpretation of statutes and regulations and the preparation and review of proposed legislation, regulations and other legal documents. It supplies the Ministry with general legal services such as preparing litigation, the settlement of claims, acting at court hearings, etc.. The Legal Services Branch is responsible to the Attorney General's Office.

#### PERSONNEL BRANCH

MNR 11

99 Wellesley St. W.  
Whitney Block, Rm. 4520  
Queen's Park, Toronto M7A 1W3  
416-965-2707

Personnel Branch works mainly in an advisory capacity with line managers who have primary responsibility for personnel matters within their units. It is responsible for the es-

establishment of Ministry personnel policies and procedures, the establishment of appropriate classification and compensation levels for all ministry employees, staff recruitment, safety program, Workers' Compensation, employee counselling, the investigation of employee grievances, and all matters affecting working conditions and performance. The branch coordinates the ministry's **youth employment** program which involves the hiring of qualified 17 year old persons as **junior rangers** (965-1258). It maintains the ministry's personnel, payroll and employee benefit records. It also provides liaison between the ministry and the Civil Service Commission, Management Board of Cabinet, and the Ontario Public Service Employees Union (OPSEU). For personnel records call 965-3961; for seasonal employment inquiries call 965-1258. There are personnel officers in each of the Ministry's eight regional offices listed under this Ministry's Field Organization entries, MNR 3 or MNR 5.

## **FINANCE, PLANNING AND EVALUATION GROUP**

### **SYSTEMS SERVICES BRANCH**

MNR 12

99 Wellesley St. W.

Whitney Block, Rm. 4420

Queen's Park, Toronto M7A 1W3

416-965-2750

The Systems Services Branch coordinates the planning, development, maintenance and operation of ministry computer information systems. It ensures effective delivery of information services to users; develops strategy, policies and procedures for systems related issues; provides computer and data entry services. The branch manages the Ministry's centralized processing facility and the operation of the distributed terminal and communications network.

### **BUDGET AND PROGRAM EVALUATION BRANCH**

MNR 13

99 Wellesley St. W.

Whitney Block, Rm. 6540

Queen's Park, Toronto M7A 1N3

416-965-4218

The branch responsibilities are divided between two sections. The Program Planning and Budget Control Section coordinates program planning; reviews non-tax revenue rates; determines budget allocations and expenditure control; coordinates yearly reviews and prepares reports for submission to Management Board.

The Financial Planning and Program Evaluation Section monitors, coordinates and participates in program evaluations; contributes to economic analysis of Ministry programs; coordinates management information systems development and updates; acts as the BILD liaison for special employment programs.

### **FINANCIAL SERVICES BRANCH**

MNR 14

99 Wellesley St. W.

Whitney Block, Rm. 4324

Queen's Park, Toronto M7A 1W3

416-965-2761

Financial Services Branch is responsible for general accounting functions, including payroll and expense account services, accounts payable, and financial liaison with the Pro-



vincial Auditor, and other government ministries and agencies. Besides the financial management and accounting functions, the branch is responsible for appropriations control, development of accounting and costing systems, financial and cost analyses and pre-audit controls and procedures. It prepares claims under federal-provincial agreements; controls collateral securities and collects, records and reports on revenue from **timber** operations, sales and leases of **Crown land, mining, pits and quarries** and provincial **parks** operations, **fish** and **wildlife licences** and sundry other cash receipts. For fish and wildlife (**hunting**) licences sale, see this Ministry's Administrative Services Branch or contact Ministry regional or district offices (listed under this Ministry's Field Organization entries, MNR 3 or MNR 5).

#### INTERNAL AUDIT SERVICES BRANCH

MNR 15

99 Wellesley St. W.

Whitney Block, Rm. 4633

Queen's Park, Toronto M7A 1N3

416-965-4087

Internal Audit Services Branch is responsible for the Ministry's internal audit functions which include the review and appraisal of the Ministry financial and management control systems.

#### MANAGEMENT PLANNING AND ANALYSIS

MNR 16

99 Wellesley St. W.

Whitney Block, Rm. 6541

Queen's Park, Toronto M7A 1W3

416-965-4143

Initiates studies of the Ministry's management process, recommending changes to management organization, systems, procedures and practices and coordinates the implementation of projects to enhance management effectiveness.

#### FOREST RESOURCES GROUP

##### CHIEF FORESTER

MNR 17

99 Wellesley St. W.

Whitney Block, Rm. 3621

Queen's Park, Toronto M7A 1W3

416-965-3040

Develops **forest** policy directions. Advises the Minister and the Deputy Minister on current and proposed policy matters. Ensures the development of professional forest management practices.

##### CHIEF FOREST ECONOMIST

MNR 18

99 Wellesley St. W.

Whitney Block, Rm. 3627

Queen's Park, Toronto M7A 1W3

416-965-2785

Develops **forest** policy directions. Advises on financial and economic implications of current and proposed policy matters. Ensures the consideration of socio-economic and financial matters in forest management practices.

## FOREST RESOURCES BRANCH

MNR 19

99 Wellesley St. W.

Whitney Block, Rm. 3645

Queen's Park, Toronto M7A 1W3

416-965-2785

The branch develops policy, sets field program targets, provides specialized services to the field staff, audits field staff performance and develops standards for **forest** practice in Ontario. The branch also develops **silvicultural** guidelines, conducts **research** and development projects, coordinates the **Tree Seed Program**, the distribution of **nursery** stock for **Crown** and private **lands**, and administers grants mentioned below.

The branch provides specialized services to district offices for **pest** control, nursery **soil** management, municipal **tree** cutting by-laws, assessment of silvicultural work, equipment development, **Woodland Improvement Act** agreements, and special funding programs, such as those of the federal **Department of Regional Economic Expansion (DREE)**.

The branch works with other branches in the Ministry and with other ministries to develop multiple use management policies aimed at providing a contribution to the economy by the **forest** based industries, consistent with sound environmental practices and with providing for other uses of the forest.

In carrying out branch policy, field offices manage Crown forests to ensure regeneration, improve quality and growth and to protect them from **fire**, **insects** and **disease**. They take inventory of forest base, control harvesting and audit usage in Crown forests. They advise private landowners on **tree** planting, tending **woodlots** and marketing **timber** and provide them with direct forestry assistance under the Woodlands Improvement Act. They provide **grants** to municipalities for **land** acquisition, the lands to be managed by the Ministry. Field offices hold field days for the public on growing trees, **maple syrup** production and forest management. Through a cooperative arrangement with the Ministry of Intergovernmental Affairs, annual **grants** are made to private forest owners to reduce **property tax** on their managed forests.

The delivery of Forest Resources programs is the responsibility of the district offices and any inquiries should be directed to the nearest district office, listed under this Ministry's Field Organization entries, MNR 3 or MNR 5.

ONTARIO TREE IMPROVEMENT AND FOREST  
BIOMASS INSTITUTE

MNR 20

Maple L0J 1E0

416-832-2761

The Ontario Tree Improvement and Forest Biomass Institute (OTIFBI) and the four research stations listed below conduct **research** aimed at improving the management and the trees of Ontario's **forests**. The tree improvement emphasis is on faster growing **trees** with improved wood characteristics of such commercial genera as poplar, pine and spruce. Forest management research is concerned with the treatment of the forest ecosystem and the production of trees to replenish the forests.

*OTIFBI*

Box 190

Dorset P0A 1E0

705-766-2671

*OTIFBI*

Midhurst L0L 1X0

705-737-5510



**OTIFBI**

P.O. Box 490

**Sault Ste. Marie P6A 5M7**

705-949-9461

**OTIFBI**

P.O. Box 2960

**Thunder Bay P7B 5G5**

807-767-1607

**TIMBER SALES BRANCH****MNR 21**

99 Wellesley St. W.

Whitney Block, Rm. 3545

Queen's Park, Toronto M7A 1W3

416-965-2731

Timber Sales Branch is responsible for the management of Ontario's **Crown land forests** and the disposition of its Crown **timber** resource. Activities include forest resources inventory (965-6914); forest management planning (965-7631); **forest industry** development (965-5760); Crown timber allocation and licensing (965-2731), i.e., **licences** to cut Crown timber and **licences** to forest industry mills; the measurement, or scaling of timber cut from Crown lands, i.e., **Scaler's Licences** (965-0378). For information or to apply for these licences, contact the telephone numbers listed or any regional or district offices listed under this Ministry's Field Organization entries, MNR 3 or MNR 5.

**LANDS AND WATERS GROUP****CONSERVATION AUTHORITIES AND WATER  
MANAGEMENT BRANCH****MNR 22**

99 Wellesley St. W.

Whitney Block, Rm. 5628

Queen's Park, Toronto M7A 1W3

416-965-6283

The branch encourages the **conservation**, development and utilization of **water** and related **land** resources by providing policy, procedural guidelines, funding, management and planning direction to 39 Conservation Authorities.

The Conservation Authorities are autonomous, corporate bodies established under the **Conservation Authorities Act** to further the conservation, restoration, development and management of natural resources other than gas, oil, coal and minerals.

Through the branch, **grants** are provided to Conservation Authorities to support resource management projects, e.g., **watershed** planning, **flood** control works such as **dams** and other non-structural types, **erosion** control projects and conservation and **recreation** land management (**reforestation**, **woodlot**, **fish** and **wildlife** management).

The branch also administers the **Lakes and Rivers Improvement Act** which regulates construction and operation of dams and diversions. In addition, special engineering, water management, **shoreline management** and **hydrologic research** studies to control **flood**ing and **erosion** are carried out. The branch also operates a **library**. Response to **flood emergencies** is a joint effort by a number of entities including the municipality concerned, the conservation authorities, the Ministry of Natural Resources' district offices and the police. To report an **emergency** arising from **floods**, telephone the municipality in which flooding occurs. In areas outside municipalities, call the nearest district office of the Ministry of Natural Resources. For their telephone numbers reference should be made to the blue pages of the area telephone directories.

The branch deals with the Conservation Authorities (CA's) through 6 Ministry of Natural Resources regional offices. These offices and the Authorities for which they are responsible, follow:

### CENTRAL REGION

*Regional Office*  
10670 Yonge St.  
**Richmond Hill L4C 3C9**  
416-884-9203

*Niagara Peninsula CA*  
Centre St.  
**Allanburg L0S 1A0**  
416-227-1013

*Hamilton Region CA*  
Box 7099, 838 Mineral Springs Rd.  
**Ancaster L9G 3L3**  
416-525-2181

*Nottawasaga Valley CA*  
R. R. 1  
**Angus L0M 1B0**  
705-424-1479

*Grand River CA*  
Box 729, 400 Clyde Rd.  
**Cambridge N1R 5W6**  
519-621-2761

*Metropolitan Toronto & Region CA*  
5 Shoreham Dr.  
**Downsview M3N 1S4**  
416-661-6600

*Kawartha Region CA*  
Box 819  
**Fenelon Falls K0M 1N0**  
705-887-3112

*Credit Valley CA*  
**Meadowvale L0J 1K0**  
416-451-1615

*Halton Region CA*  
310 Main St.  
**Milton L9T 1P4**  
416-878-4131

*South Lake Simcoe CA*  
Box 282, 120 Bayview Ave.  
**Newmarket L3Y 4X1**  
416-895-1281

*Otonabee Region CA*  
727 Lansdowne St. W.  
**Peterborough K9J 1Z2**  
705-745-5791

*Ganaraska Region CA*  
Box 328, 56 Queen St.  
**Port Hope L1A 3W4**  
416-885-8173

*Central Lake Ontario CA*  
1650 Dundas St. E.  
**Whitby L1N 2K8**  
416-579-0411

### EASTERN REGION

*Regional Office*  
Government Bldg.  
Van Buren St.  
**Kemptville K0G 1J0**  
613-258-3413

*Moira River CA*  
217 North Front St.  
**Belleville K8P 3C3**  
613-968-3434

*South Nation River CA*  
Box 69  
**Berwick K0C 1G0**  
613-984-2400

*Mississippi Valley CA*  
Box 268  
**Lanark K0S 1K0**  
613-259-2421



*Cataraqui Region CA*  
R. R. 1  
**Glenburnie K0H 1S0**  
613-546-4228

*Rideau Valley CA*  
Box 599, Mill St.  
**Manotick K0A 2N0**  
613-692-3571

*Crowe Valley CA*  
Box 416  
**Marmora K0K 2M0**  
613-472-3137

*Raisin Region CA*  
Box 10  
**Martintown K0C 1S0**  
613-528-4584

*Napanee Region CA*  
25 Ontario St. W.  
**Napanee K7R 3S6**  
613-354-3312

*Prince Edward Region CA*  
Box 310  
**Picton K0K 2T0**  
613-476-7408

*Lower Trent Region CA*  
441 Front St.  
**Trenton K8V 6C1**  
613-394-4829

## NORTH CENTRAL REGION

*Regional Office*  
435 James St. S.  
Box 5000  
**Thunder Bay 'F' P7C 5G6**  
807-475-1261

*Lakehead Region CA*  
Box 3476  
1136 Oliver Rd.  
**Thunder Bay P7B 5J9**  
807-344-5857/8/9/50

## NORTHEASTERN REGION

*Regional Office*  
Ont. Govt. Bldgs.  
199 Larch St.  
**Sudbury P3E 5P9**  
705-675-4104

*North Bay - Mattawa CA*  
Box 1215, 348 Fraser St.  
**North Bay P1B 3W7**  
705-474-5420

*Sault Ste. Marie Region CA*  
99 Foster Dr., Civic Centre  
**Sault Ste. Marie P6A 5X6**  
705-949-9111

*Nickel District CA*  
200 Brady St.  
**Sudbury P3E 5K3**  
705-674-5249

## NORTHERN REGION

*Mattagami Region CA*  
133 Cedar St. S.  
**Timmins P4N 2G9**  
705-264-5309

*Regional Sub-Office*  
60 Wilson Ave.  
**Timmins P4N 2S7**  
705-267-1401

## SOUTHWESTERN REGION

*Regional Office*  
1106 Dearness Dr.  
**London N6E 1N9**  
519-681-5350

*Catfish Creek CA*  
R. R. 5  
**Aylmer N5H 2R4**  
519-773-9605

*Lower Thames Valley CA*  
100 Thames St.  
**Chatham N7L 2Y8**  
519-354-7310

*Essex Region CA*  
360 Fairview Ave. W.  
**Essex N8M 1Y6**  
519-776-5209

*Ausable Bayfield CA*  
Box 459  
**Exeter N0M 1S0**  
519-235-2610

*Saugeen Valley CA*  
R. R. 1  
**Hanover N4N 3B8**  
519-364-1255

*Upper Thames River CA*  
Box 6278, Station 'D'  
**London N5V 5S1**  
519-451-2800

*North Grey Region CA*  
Box 759  
**Owen Sound N4K 5W9**  
519-376-3076

*Sauble Valley CA*  
Box 759  
**Owen Sound N4K 5W9**  
519-376-3076

*Kettle Creek CA*  
R. R. 8  
**St. Thomas N5P 3T3**  
519-631-1270

*Long Point Region CA*  
Box 525  
**Simcoe N3Y 4N5**  
519-426-4623

*St. Clair Region CA*  
205 Mill Pond Cres.  
**Strathroy N7G 3P9**  
519-245-3710

*Maitland Valley CA*  
Box 5  
**Wroxeter N0G 2X0**  
519-335-3557 (Gorrie)

**LAND MANAGEMENT BRANCH**  
**LAND ACQUISITION SERVICES**  
99 Wellesley St. W.  
Whitney Block, Rm. 3442  
Queen's Park, Toronto M7A 1W3  
416-965-2899

MNR 23

Land Acquisition Services is responsible for ensuring the orderly purchase of **lands** required for various Ministry programs. It provides assistance in setting acquisition priorities, oversees and approves each purchase, and maintains a computerized **statistical** control and data bank of all acquisition proposals. It also provides technical real estate related assistance, analysis and studies for the various branches and levels of the Ministry, as well as other related outside (public and private) agencies.



MNR 24

LAND MANAGEMENT BRANCH  
MINING LANDS

99 Wellesley St. W.  
Whitney Block, Rm. 6451  
Queen's Park, Toronto M7A 1W3  
416-965-1380

Mining Lands Section develops methods and standards for management and protection of public lands for **mining** purposes; e.g., claim staking, **Exploratory Licences of Occupation**, permits for **sand** and **gravel** removals, assessment work, leases, etc..

The Province is divided into nine mining divisions and 47 districts that are involved with mining functions. These divisions and districts are under the direction of the ministry's 8 regional directors. The Mining Recorders, who are in charge of the mining divisions, are responsible for the administration of the **Mining Act** which involves the staking and recording of mining claims and performance of assessment work. The district managers issue **quarry** permits under the Mining Act for the removal of sand and gravel. They also accept and investigate applications for **licences** to remove sand from beds, banks, beaches or water under the **Beach Protection Act**. These licences are issued by the Minister.

The Mining Recorders are located at the mining division offices listed below. For the 47 district offices and 8 regions, see this Ministry's Field Organization entries, MNR 3 or MNR 5.

808 Robertson St.  
Box 5160  
**Kenora P9N 3X9**  
807-468-3111  
(Kenora Mining Division)

4 Government Rd. E.  
P.O. Box 984  
**Kirkland Lake P2N 1A2**  
705-567-9241  
(Larder Lake Mining Division)

Ontario Government Building  
Box 324  
**Red Lake P0V 2M0**  
807-727-2250  
(Red Lake Mining Division)

75 Elgin St.  
Box 669  
**Sault Ste. Marie P6A 2Y4**  
705-949-1231  
(Sault Ste. Marie Mining Division)

P.O. Box 669  
**Sioux Lookout P0V 2T0**  
807-737-2100  
(Patricia Mining Division)

199 Larch St.  
**Sudbury P3E 5P9**  
705-675-4125  
(Sudbury Mining Division)

P.O. Box 5000  
**Thunder Bay P7C 5G6**  
807-475-1311  
(Thunder Bay Mining Division)

60 Wilson Ave.  
**Timmins P4N 2S7**  
705-267-1401  
(Porcupine Mining Division)

Whitney Block, Rm. 1522  
99 Wellesley St. W.  
**Toronto M7A 1W3**  
416-965-1322  
(Eastern Ontario)

LAND MANAGEMENT BRANCH  
PUBLIC LANDS SECTION

MNR 25

99 Wellesley St. W.  
Whitney Block, Rm. 6449  
Queen's Park, Toronto M7A 1W3  
416-965-4507

The Public Lands Section administers the **Public Lands Act** which is the statutory authority for managing and disposing of rights in **Crown (public) lands**, and the **Beds of Navigable Waters Act**.

Public land management is the custodianship and protection of the 84% of Ontario that is Crown land outside of provincial parks. It involves controls on land uses and users, (e.g., use as **cottage lots**; **shoreline** use such as installation of **docks** and **boathouses**; commercial, residential and **agricultural** use); protecting land from adverse claims, littering and abuse; and, in **unorganized territories**, providing public garbage disposal facilities and controlling development on private **lands**.

Public land disposition is the granting of rights in Crown land to individuals or corporations for purposes such as cottaging, farming or for commercial or industrial uses. The Crown land needs of other ministries and governments are met through transfer of administration and control of the required sites.

A planning process precedes disposition of Crown lands; for example, **lake** planning is done before **cottage** lots are selected and developed. Public land may be granted for short terms (by various types of leasehold) or permanently (by freehold grant).

When the Ministry requires private land for its programs, such lands may be purchased under the acquisition program.

The section gives direction to the 8 regions and 47 districts which comprise the Ministry's field organization, and also provides advice to the Minister and senior management on land-related matters.

LAND MANAGEMENT BRANCH  
RESOURCE ACCESS

MNR 26

99 Wellesley St. W.  
Whitney Block, Rm. 5606  
Queen's Park, Toronto M7A 1W3  
416-965-5735

The Ministry's Resource Access Activity involves the construction and maintenance of access **roads** and **bridges** to facilitate the management and utilization of the Province's natural resources on **Crown lands**, as well as provide access to Ministry facilities and Crown **cottage** subdivisions. For information about a specific road, contact the regional and district offices listed under this Ministry's Field Organization entries, MNR 3 or MNR 5.



## LAND MANAGEMENT BRANCH TITLES

MNR 27

99 Wellesley St. W.  
Whitney Block, Rm. 6621  
Queen's Park, Toronto M7A 1W3  
416-965-1319

The **Titles** Section issues Crown leases, **land patents** (Crown patents) and **licences** of occupation. Can give information (from the **Domesday Book**) on land that was formerly **Crown land**. Maintains acreage **tax** rolls; carries out forfeiture process for patented **mining** lands. All of this data is available at the main office. Coordinates inactive **mine** program which includes hazard identification, enforcement of **safety** requirements, **lien** placement and collection. For information contact the regional and district offices listed under this Ministry's Field Organization entries, MNR 3 or MNR 5.

## OFFICE OF INDIAN RESOURCE POLICY

MNR 28

99 Wellesley St. W.  
Whitney Block, Rm. 6625  
Queen's Park, Toronto M7A 1W3  
416-965-6045

The office researches and responds to specific Indian land claims and other related natural resource issues in Ontario. Keeps the Ministry aware of the possible extent of future **land** claims. Develops Ministry positions and prepares recommendations to Cabinet. Does **research** in consultation with other ministries, the federal government, **Indian Band Councils** and **Native peoples** associations. On the direction of Cabinet, negotiates the settlement of valid land claims in Ontario with the Indian people involved. Coordinates and/or initiates Ministry policy development that has a significant impact on Native peoples (i.e., wild rice, **hunting** and **fishing** treaty rights, **Crown land** allocation, etc.).

## SURVEYS AND MAPPING BRANCH

MNR 29

99 Wellesley St. W.  
Whitney Block, Rm. 6602  
Queen's Park, Toronto M7A 1W3  
416-965-6225

The Surveys and Mapping Branch provides topographic and cadastral descriptions of Ontario's land base. It furnishes cartographic, drafting, and legal survey services to the Ministry, and geographical referencing, geographic nomenclature, (place names), remote sensing and topographic mapping services to the government. The branch director is the **Surveyor General of Ontario**. Branch programs are described individually under the Surveys and Mapping Branch entries that follow. Maps are distributed by the Ministry's Public Service Centre, Administrative Services Branch, 965-6511; district offices, listed under this Ministry's Field Organization entries, MNR 3 or MNR 5, can provide information.

SURVEYS AND MAPPING BRANCH  
MAPPING SERVICES

MNR 30

99 Wellesley St. W.  
Whitney Block, Rm. 2624  
Queen's Park, Toronto M7A 1W3  
416-965-4941

Surveys and Mapping Branch, Mapping Services provides information and liaison on Government **mapping** programs and services. It coordinates policy and priorities for ministry wide cartographic and drafting services and government wide Ontario Basic Mapping and Regional Priority Mapping programs. It also furnishes government wide geographic nomenclature (place **names**) services.

The Basic Mapping Section (965-1208) operates the government wide Ontario Basic Mapping and Regional Priority programs of topographic mapping designed to **map** Ontario by 1992 and to provide a common base for **geographical referenced** information. Handles contracts with industry for area topographic mapping and with municipalities for urban topographic mapping.

The Cartography Section (965-4743) prepares the ministry's coloured thematic **maps** including territorial, **parks, hunting and fishing** maps, **geological** maps, coloured brochures and graphics, and Ontario's **electoral district** maps.

The Drafting Section (965-7108) prepares the ministry's **land** status index plans (T plans, i.e., **township** or area plans and M plans, i.e., showing **mining** rights, staking claims) and furnishes drafting services to the ministry's groups and branches.

The Nomenclature Section (965-6515) maintains official record of **geographical names** of features such as natural lakes, rivers, islands and unincorporated populated places in Ontario, and provides administrative support to **Ontario Geographic Names Board**. It conducts toponymic **surveys** throughout Ontario and furnishes nomenclature information to government agencies and the public.

The Ontario Geographic Names Board (416-755-1141) advises the Minister of Natural Resources on official **names** that should be applied to **geographical** features and unincorporated populated places in Ontario.

SURVEYS AND MAPPING BRANCH  
REMOTE SENSING

MNR 31

880 Bay St., 3rd Flr.  
Toronto M5S 1Z8  
416-965-8411

**Ontario Centre for Remote Sensing (OCRS)** conducts applied **research** projects and thematic mapping programs for the Province related to such fields as forestry, geology and land use planning, through the analysis of airborne and spaceborne **remote sensing data** (e.g., aerial **photography**, thermography and radar data, and satellite multispectral imagery). The centre maintains a collection of **LANDSAT satellite imagery** for Ontario and a literature library, both of which may be used by the public at OCRS headquarters. Under a comprehensive technology transfer program, the centre offers information on remote sensing and consultation on **remote sensing** research or application projects to government organizations, private companies and universities/colleges. Remote sensing training courses are given to provide 'hands-on' experience in the use of a range of re-



remote sensing data. Guest lecturers and other forms of assistance in the teaching of remote sensing are provided to universities.

## SURVEYS AND MAPPING BRANCH SURVEYING SERVICES

MNR 32

99 Wellesley St. W.  
Whitney Block, 6th Flr.  
Queen's Park, Toronto M7A 1W3  
416-965-4538

The Surveys and Mapping Branch, Surveying Services provides information and liaison on surveying and **geographical referencing** services. Coordinates policy, priorities and development of Ministry-wide control **surveys** and legal surveys activities, and government-wide geographical referencing activities.

The Geographical Referencing Section (965-4538) undertakes **research** and development of **geographical referencing** concepts and standards; carries out studies in automated **cartography** and associated digital information systems; collects and correlates control survey network data for input to the provincial horizontal control data bank (COSINE); maintains the multi-purpose adjustment and analysis program (MANOR); installs precise calibration base lines; publishes specifications and guidelines for horizontal control **surveys**.

The Survey Section (965-2714) appoints and instructs surveyors to make municipal **surveys** and Crown re-surveys under the **Surveys Act**; examines plans, conducts public hearings and confirms disputed or lost lines, **boundaries** or corners; examines plans of survey for alienation of **Crown land**; maintains custody of plans and field notes of original Crown surveys (a **library** at Rm. 6645, Whitney Block, Queen's Park, is open to the public) and provides expertise on their interpretation. Administers agreements for the performance of coordinate surveys; undertakes legal surveys for the Ministry. Under the **Surveys Act**, **financial assistance** of 25% or a maximum \$10,000 per survey in any one year is provided to **municipalities** undertaking a municipal survey, 50% or a maximum \$20,000 in any one year to municipalities undertaking coordinate control surveys.

## MINERAL RESOURCES GROUP

### MINERAL RESOURCES BRANCH

MNR 33

99 Wellesley St. W.  
Whitney Block, 4th Flr.  
Queen's Park, Toronto M7A 1W3  
416-965-1559

The branch develops and administers **mineral** resources policies. Maintains **statistics** on mineral economics (965-1016) and determines availability of resources such as **metals**, industrial minerals and nonmetals. Issues precious metals **refinery licences**. The branch administers the **Pits and Quarries Control Act** (965-3127) and Section 104 of the **Mining Act**. Contact district offices listed under this Ministry's Field Organization entries, MNR 3 or MNR 5.

The Mine Tax Assessment Section (965-1062) issues annual **assessment (tax)** notices to Ontario **mining** companies on the basis of profit. Administers the **Mining Tax Act**.

## ONTARIO GEOLOGICAL SURVEY

MNR 34

77 Grenville St., 11th Flr.  
 Toronto M5S 1B3  
 416-965-0190

Provides information on the **geology** and **mineral** resources of Ontario to encourage mineral resource exploration, to provide a basis for **land-use planning**, and to aid in the development of non-renewable resource policies. Activities include geological, geophysical, and geochemical **surveys**; mineral deposit studies; geochronology studies; development of new exploration techniques; and presentation of classes and lectures on minerals and **rocks**. The **Geoscience Laboratories** (965-1337), provide identification, chemical analyses, and assays of mineral, rock, and ore samples. The branch administers the **Geoscience Research Grants Program** (965-1546) to aid geoscience research at Ontario universities, and the **Exploration Technology Development Fund** (965-1546) to promote research and development with Ontario mineral exploration companies.

The **Mines Library** (965-1352) serves Ministry staff, the mining industry, and the general public (by special arrangement) but offers reference service only. The library contains publications on **geology**, **mining**, and **mineral** resources. Its holdings include reports of the Ontario Department of Mines from 1891, the Geological Survey of Canada from 1845, other provincial Departments of Mines, the United States Geological Survey, and selected material on geochemistry, geophysics, and areal geology for Precambrian regions of the world. Special indexes, bibliographies, and abstracts enable users to research most earth science topics. The library subscribes to over 200 journals and newspapers and has a large collection of geological and aeromagnetic **maps** of Ontario. Photocopies are provided at a nominal charge.

The **Geoscience Data Centre** (965-6139) provides access to exploration reports and drill-hole logs, mineral deposit data and a computer based geoscience index.

Geological Field Offices administered by the Ministry's Regional Offices provide local consultative services to government, industry, and the public on the geology and mineral deposits of their region. A regional library of published and unpublished geoscience information is maintained in each office, including reports of the Ontario Geological Survey and Mineral Resources Branch, reports of other government agencies, records of exploration activity submitted for assessment work credit, company prospectuses, and reports from the files of the Ontario Securities Commission. There are fourteen geological field offices throughout the Province:

Box 500  
**Bancroft K0L 1C0**  
 613-332-3940

Doner Block, 2nd Flr.  
 154 Main St. S.  
**Kenora P9N 3C8**  
 807-468-3111

Box 230  
 Presley St.  
**Cobalt P0J 1C0**  
 705-679-8558

4 Government Rd. E.  
**Kirkland Lake P2N 1A2**  
 705-567-5242

Brendale Square  
**Huntsville P0A 1K0**  
 705-789-9611

458 Central Ave.  
**London N6B 2E5**  
 519-433-8431



Box 860  
**Red Lake P0V 2M0**  
 807-727-2252

10670 Yonge St.  
**Richmond Hill L4C 3C9**  
 416-884-9203

69 Church St.  
**Sault Ste. Marie P6A 5L5**  
 705-942-1414

Box 1089  
**Sioux Lookout P0V 2T0**  
 807-737-1291

199 Larch St., 10th Flr.  
**Sudbury P3E 5P9**  
 705-675-4128

435 James St. S.  
**Thunder Bay P7C 5G6**  
 807-475-1331

60 Wilson Ave.  
**Timmins P4N 3W2**  
 705-267-1401

255 Metcalf St.  
**Tweed K0K 3J0**  
 613-478-2330

## OUTDOOR RECREATION GROUP

### FISHERIES BRANCH

MNR 35

99 Wellesley St. W.  
 Whitney Block, 2nd Flr.  
 Queen's Park, Toronto M7A 1W3  
 416-965-7883

Fisheries Branch coordinates **fisheries** regulations across the Province through preparation, interpretation and legislation. Main office provides support and guidance to regional and district offices by providing: expertise in biology, sociology, economics, computerized data, legislation and administration as it relates to fisheries management; special services such as program evaluation, priority setting and policy formulation; planning, programming and auditing provincial fish culture operations to meet the need for resource management and recreational fishing. Also assigns production targets and distribution schedules for provincial hatcheries and develops and implements the policy that affects fish habitat and its management.

Regional offices are responsible for coordinating and implementing Ministry programs assigned to that region which are to be delivered through the Ministry field organization. The offices set regional priorities and allocate resources in accordance with approved policies and programs and provide support services and management information for the districts.

District offices are responsible for fisheries program delivery and the enforcement of legislation. They recommend changes in policies, programs or standards. The district offices provide information on hatcheries and sanctuaries, farm ponds, **permits** and special **licences**, **fishing** conditions and regulations, open seasons, fish identification and conservation. For a listing of regional and district offices, fish assessment units and fish culture centres, see this Ministry's Field Organization entries, MNR 3 or MNR 5. The Fisheries Research Stations are also listed there under Year Round Work Centres.

## NATURAL RESOURCES LIBRARY

MNR 36

99 Wellesley St. W.  
Whitney Block, 4th Flr.  
Queen's Park, Toronto M7A 1W3  
416-965-6319

The Natural Resources **Library** at Queen's Park and the **Research Library** in Maple (416-832-2761) are part of the Outdoor Recreation Group. They serve Ministry staff, other libraries, and members of the public working on special projects concerning those resources for which material is not available elsewhere. The public may use material for reference only and by appointment. The library operates the Ministry **reading room** to provide public access to manuals and internal procedures used by the Ministry.

PROVINCIAL PARKS AND RECREATIONAL  
AREAS BRANCH

MNR 37

99 Wellesley St. W.  
Whitney Block, 3rd Flr.  
Queen's Park, Toronto M7A 1W3  
416-965-2745

Provincial Parks and Recreational Areas Branch manages provincial **parks**, **canoe** routes, **water** access points, **snowmobile** trails, **hunting areas** in some parks. Also manages park **campgrounds**, trails and concessions. Cooperates with federal government and municipalities in planning parks and provides **financial assistance** to municipalities for park development. Coordinates provincial parks planning and development with other public and private **recreation** facilities. Assists other government and private agencies with related planning. **Films** on provincial parks are available. **Provincial parks information** and films can be obtained from the Ministry's regional and district offices or by writing to this branch. In Toronto call 965-3081 for parks information, and 967-0427 for park vacancy reports in the summer. Residents outside a district office's toll-free calling area can consult the blue pages of their public telephone directory for the toll-free long distance telephone number.

Listed alphabetically below are provincial parks and the corresponding district offices and telephone numbers. See this Ministry's Field Organization entries, MNR 3 or MNR 5, for the full addresses of the regional and district offices.

*Aaron*  
807-223-3341  
(Dryden District)

*Awenda*  
705-728-2900  
(Huron District)

*Algonquin*  
705-633-5572  
(Algonquin Park District)

*Balsam Lake*  
705-324-6121  
(Lindsay District)

*Antoine*  
705-474-5550  
(North Bay District)

*Bass Lake*  
705-728-2900  
(Huron District)

*Arrowhead*  
705-645-8747  
(Bracebridge District)

*Batchawana Bay*  
705-949-1231  
(Sault Ste. Marie District)



*Blue Lake*  
807-223-3341  
(Dryden District)

*Bon Echo*  
613-478-2330  
(Tweed District)

*Bonnechere*  
613-732-3661  
(Pembroke District)

*Bronte Creek*  
519-658-9356  
(Cambridge District)

*Caliper Lake*  
807-274-5337  
(Fort Frances District)

*Carillon*  
613-933-1774  
(Cornwall District)

*Carson Lake*  
613-732-3661  
(Pembroke District)

*Charleston Lake*  
613-342-8524  
(Brockville District)

*Chutes*  
705-869-1330  
(Espanola District)

*Craiglieth*  
519-376-3860  
(Owen Sound District)

*Cyprus Lake*  
519-376-3860  
(Owen Sound District)

*Darlington*  
705-324-6121  
(Lindsay District)

*Devil's Glen*  
705-728-2900  
(Huron District)

*Driftwood*  
705-637-2780  
(Algonquin Park District)

*Earl Rowe*  
705-728-2900  
(Huron District)

*East Sister Island*  
519-354-7340  
(Chatham District)

*Emily*  
705-324-6121  
(Lindsay District)

*Esker Lakes*  
705-642-3222  
(Kirkland Lake District)

*Fairbank*  
705-522-7823  
(Sudbury District)

*Fathom Five*  
519-376-3860  
(Owen Sound District)

*Ferris*  
613-354-2173  
(Napane District)

*Finlayson Point*  
705-569-3622  
(Temagami District)

*Fitzroy*  
613-257-5735  
(Carleton Place)

*Five Mile Lake*  
705-864-1710  
(Chapleau District)

*Frontenac Park*  
613-354-2173  
(Napanee District)

*Fushimi Lake*  
705-362-4346  
(Hearst District)

*Gibson River Nature Reserve*  
705-728-2900  
(Huron District)

*Greenwater*  
705-272-4365  
(Cochrane District)

*Grundy Lake*  
705-746-4201  
(Parry Sound District)

*Halfway Lake*  
705-522-7823  
(Sudbury District)

*Holiday Beach*  
519-354-7340  
(Chatham District)

*Inverhuron*  
519-376-3860  
(Owen Sound District)

*Inwood*  
807-475-1531  
(Thunder Bay District)

*Ipperwash*  
519-354-7340  
(Chatham District)

*Iroquois Beach*  
519-773-9241  
(Aylmer District)

*Ivanhoe*  
705-864-1710  
(Chapleau District)

*John E. Pearce*  
519-773-9241  
(Aylmer District)

*Kakabeka Falls*  
807-475-1531  
(Thunder Bay District)

*Kap-kig-iwan*  
705-642-3222  
(Kirkland Lake District)

*Kettle Lakes*  
705-267-7951  
(Timmins District)

*Killarney*  
705-522-7823  
(Sudbury District)

*Killbear*  
705-746-4201  
(Parry Sound District)

*Klotz Lake*  
807-854-1030  
(Geraldton District)

*Lake Nipigon*  
807-887-2120  
(Nipigon District)

*Lake of the Woods*  
807-274-5337  
(Fort Frances District)

*Lake on the Mountain*  
613-354-2173  
(Napanee District)

*Lake St. Peter*  
613-332-3940  
(Bancroft District)

*Lake Superior*  
705-856-2396  
(Wawa District)



*Lady Evelyn*  
705-569-3622  
(Temagami District)

*Long Point*  
519-426-7650  
(Simcoe District)

*MacGregor Point*  
519-376-3860  
(Owen Sound District)

*MacLeod*  
807-854-1030  
(Geraldton District)

*Mara*  
705-728-2900  
(Huron District)

*Mark S. Burnham*  
705-324-6121  
(Lindsay District)

*Marten River*  
705-474-5550  
(North Bay District)

*Matawatchan Nature Reserve*  
613-732-3661  
(Pembroke District)

*Mattawa River*  
705-474-5550  
(North Bay District)

*McRae Point*  
705-728-2900  
(Huron District)

*Middle Falls*  
807-475-1531  
(Thunder Bay District)

*Mikisew*  
705-645-5244  
(Bracebridge District)

*Missinaibi*  
705-864-1710  
(Chapleau District)

*Mississagi*  
705-356-2234  
(Blind River District)

*Murphy's Point Park*  
613-257-5735  
(Carleton Place)

*Nagagamisis*  
705-362-4346  
(Hearst District)

*Neys*  
807-825-3205  
(Terrace Bay District)

*North Beach*  
613-354-2173  
(Napanee District)

*Oastler Lake*  
705-746-4201  
(Parry Sound District)

*Obatanga*  
705-856-2396  
(Wawa District)

*Ojibway*  
807-737-1140  
(Sioux Lookout District)

*Ojibway Prairie Nature Reserve*  
519-354-7340  
(Chatham District)

*Ouimet Canyon*  
807-475-1531  
(Thunder Bay District)

*Pakwash*  
807-727-2253  
(Red Lake District)

*Pancake Bay*  
705-949-1231  
(Sault Ste. Marie District)

*Peters Woods Nature Reserve*  
705-324-6121  
(Lindsay District)

*Petroglyphs*  
613-332-3940  
(Bancroft District)

*The Pinery*  
519-354-7340  
(Chatham District)

*Point Farms*  
519-357-3131  
(Wingham District)

*Polar Bear*  
705-336-2987  
(Moosonee District)

*Port Bruce*  
519-773-9241  
(Aylmer District)

*Presqu'ile*  
613-354-2173  
(Napanee District)

*Quetico*  
807-597-6971  
(Atikokan District)

*Rainbow Falls*  
807-825-3205  
(Terrace Bay District)

*Remi Lake*  
705-335-6191  
(Kapuskasing District)

*Restoule*  
705-474-5550  
(North Bay District)

*Rideau River*  
613-257-5735  
(Carleton Place)

*Rock Point*  
416-892-2656  
(Niagara District)

*Rondeau*  
519-354-7340  
(Chatham District)

*Rushing River*  
807-468-9841  
(Kenora District)

*Samuel de Champlain*  
705-474-5550  
(North Bay District)

*Sandbanks*  
613-354-2173  
(Napanee District)

*Sandbar*  
807-934-2233  
(Ignace District)

*Sauble Falls*  
519-376-3860  
(Owen Sound District)

*Selkirk*  
519-426-7650  
(Simcoe District)

*Serpent Mounds*  
705-324-6121  
(Lindsay District)

*Sharbot Lake*  
613-478-2330  
(Tweed District)

*Sibbald Point*  
416-832-2761  
(Maple District)



*Sibley*  
807-475-1531  
(Thunder Bay District)

*Silent Lake*  
613-332-3940  
(Bancroft District)

*Silver Lake*  
613-257-5735  
(Carleton Place)

*Sioux Narrows*  
807-468-9841  
(Kenora District)

*Six Mile Lake*  
705-728-2900  
(Huron District)

*South Nation*  
613-933-1774  
(Cornwall District)

*Springwater*  
705-728-2900  
(Huron District)

*Sturgeon Bay*  
705-746-4201  
(Parry Sound District)

*The Shoals*  
705-864-1710  
(Chapleau District)

*Tidewater*  
705-336-2987  
(Moosonee District)

*Trillium Woods Nature Reserve*  
519-773-9241  
(Aylmer)

*Turkey Point*  
519-426-7650  
(Simcoe District)

*Wakami*  
705-864-1710  
(Chapleau District)

*Wasaga Beach*  
705-728-2900  
(Huron District)

*Waubashene Beaches  
Nature Reserve*  
705-728-2900  
(Huron District)

*Wheatley*  
519-354-7340  
(Chatham District)

*White Lake*  
705-856-2396  
(Wawa District)

*Winisk Park*  
807-854-1030  
(Geraldton District)

*Windy Lake*  
705-522-7823  
(Sudbury District)

#### PROVINCIAL PARKS COUNCIL

Mr. F. Gray, CD QC, Chairman  
390 Bay St., Ste. 1202  
Toronto M5H 2Y2  
416-366-2198

MNR 38

Advises the Minister of Natural Resources on policy, planning, development and management of Ontario provincial **parks** in relation to Ontario's changing **recreational** needs. Monitors and makes recommendations on the implementation of **Algonquin Park Master Plan**. The Chairman of the council may be contacted at the above address. The Coordinator who handles Ministry of Natural Resources involvement with the Council is located

at the Provincial Parks and Recreational Areas Branch, (MNR 37) at the following address:

Whitney Block, Rm. 3301  
Queen's Park, Toronto M7A 1E9  
416-965-1245

WILDLIFE BRANCH  
99 Wellesley St. W.  
Whitney Block, 2nd Flr.  
Queen's Park, Toronto M7A 1W3  
416-965-4251

MNR 39

In accordance with the Game and Fish Act, Wildlife Branch manages Ontario's **wildlife** resource programs including habitat; develops and recommends wildlife programs and policy; recommends related laws and regulations; plans programs to manage wildlife including **moose, deer, bear, upland game, waterfowl**, non-game and **endangered species**, and all flora and fauna excluding fish. Measures hunter participation and harvest; develops **hunting** seasons. The Research Section at Maple conducts **research** on wildlife ecology, diseases, and species and animal behaviour:

*Wildlife Research*  
Ministry of Natural Resources  
Dufferin St.  
Maple L0J 1E0  
416-832-2761

The Policy Development Section (416-965-7641) develops policy and options; reviews **land use planning** and resources development in Ontario to ensure that **wildlife** interests are considered. Administers the **federal-provincial** agreement to develop Ontario's renewable natural resources for the improvement of the socio-economic status of **Native peoples**. The branch can answer questions about **wild rice** harvesting.

The Wildlife Services Section (416-965-3345) coordinates the provincial **fur** management program and the hunter education program (965-4251), certifies hunter education instructors, and coordinates training courses for Ministry **hunting licence** examiners. **Wildlife Surveys and Records** (965-8945) verifies lost hunting licences and hunter examination certificates and carries out surveys of hunters and public interest in wildlife.

Wildlife Extension Section provides educational and informational services on branch programs, maintains liaison with user and special interest groups, monitors land use patterns and works with landowners to facilitate private land management for wildlife, and interprets wildlife management and use to the public.

Wildlife Branch staff members are located in Ministry district offices throughout the Province to provide local services such as: **wildlife** law enforcement; advice on nuisance wildlife control; **licensing** of **trappers**, hunter education instructors, hunters, and other persons who require permits for activities involving wildlife; information on **hunting** and other wildlife-based recreational opportunities in the areas for which they are responsible. District offices are listed under Ministry of Natural Resources, Field Organization, MNR 3 or MNR 5.

Wildlife Branch publications include hunter safety and reference manuals, **hunting** and



**trapping** regulations, and leaflets covering such topics as survival in the woods, **wildlife** management, **beaver**, **deer** and **moose** management, Ontario **turtles**, wolves and coyotes, vegetation management for wildlife, and **ducks** or **waterfowl** identification.

## AGENCIES

For some background information on ministerial agencies, boards and commissions, see the first entry under Royal Commissions, Special Purpose Bodies and Others (COMM 1). Some of this Ministry's agencies are listed below. For information on agencies not listed, contact this Ministry's information or communications branch. Conservation authorities are listed under the Conservation Authorities and Water Management Branch entry, MNR 22.

### ALGONQUIN FORESTRY AUTHORITY

MNR 40

11 Main St. W.  
P.O. Box 1198  
Huntsville P0A 1K0  
705-789-9647

Algonquin Forestry Authority in Huntsville, Ontario is a Crown corporation responsible for **forest** management in Algonquin Provincial Park, including harvesting and supplying logs to designated mills. It operates under a volume agreement with the Ministry of Natural Resources. The Authority has an office in Pembroke:

*Area Supervisor*  
84-6 Isabella St., Box 786  
**Pembroke, K8A 6X9**  
613-735-0173

### CANADA-ONTARIO RIDEAU, TRENT-SEVERN SECRETARIAT

MNR 41

1670 Yonge St.  
Richmond Hill L4C 3C9  
416-884-9203

The Secretariat coordinates implementation of the '**CORTS Policies**', a document of 48 policies approved by federal and provincial governments. The Policies are the result of a federal and provincial agreement signed in 1975 by Parks Canada and the Ministry of Natural Resources. The agreement provided for the coordinated development of the recreational **land** and **water** corridor centered on the Rideau, Trent and Severn canals and stretching from Georgian Bay to Ottawa.

### MINING AND LANDS COMMISSIONER

MNR 42

Box 330, 24th Flr.  
700 Bay St.  
Toronto M5G 1Z6  
416-965-1824

Exercises administrative and judicial duties under the **Mining Act**, the **Mining Tax Act**, the **Beach Protection Act** and duties of the Minister of Natural Resources assigned by regulation. Examples of such jurisdiction are extension orders, the granting of relief from forfeiture, disputes, hearing of appeals, **easements** and vesting orders. Application forms

and supporting abstracts for applications for extension orders and licence renewals may be obtained from the Ministry's nine mining recorders, listed under Ministry of Natural Resources, Land Management Branch, MNR 24. Other applications should be made through the Mining and Lands Commissioner, at the above address. Notices of appeal under the Mining Act are required by that Act to be filed with the mining recorder. Where practicable, hearings are arranged in local court houses.

## ACTS

### ACTS

MNR 43

The following is a list of Acts administered by the Ministry of Natural Resources. For information on which branches administer the Acts, see the Key Word Index or contact this Ministry's legal service branch or information/communications branch.

Algonquin Forestry Authority Act

Algonquin Provincial Park Extension Act, 1960-61

An Act to Confirm the Title of the Government of Canada to Certain Lands and Indian Lands, 1915

An Act for the Settlement of Certain Questions Between the Governments of Canada and Ontario Respecting Indian Reserve Lands, 1891

Beach Protection Act

Beds of Navigable Waters Act

Canada Company's Lands Act, 1922

Conservation Authorities Act

Crown Timber Act

Endangered Species Act

Fish Inspection Act

Fisheries Act (Canada-Ontario Fishery Regulations)

Fisheries Loans Act

Forest Fires Prevention Act

Forest Tree Pest Control Act

Forestry Act

Freshwater Fish Marketing Act (Ontario)

Game and Fish Act

Gananoque Lands Act, 1961-62

Gas and Oil Leases Act

Industrial and Mining Lands Compensation Act

Lac Seul Conservation Act, 1928

Lake of the Woods Control Board Act, 1922

Lakes and Rivers Improvement Act

Manitoba-Ontario Lake St. Joseph Diversion

Agreement Authorization Act, 1958

Migratory Birds Convention Act (Canada) - Ontario Regulations

Mineral Emblem Act

Mining Act

Mining Tax Act

Ministry of Natural Resources Act

National Radio Observatory Act, 1962-63

North Georgian Bay Recreational Reserve Act, 1962-63

Ontario Geographic Names Board Act



Ontario Harbours Agreement Act, 1962-63  
 Ontario Mineral Exploration Program Act  
 Ottawa River Water Powers Act, 1943  
 Parks Assistance Act  
 Petroleum Resources Act  
 Pits and Quarries Control Act  
 Provincial Parks Act  
 Public Lands Act  
 Seine River Diversion Act, 1952  
 Settlers' Pulpwood Protection Act  
 Spruce Pulpwood Exportation Act  
 Steep Rock Iron Ore Development Act, 1949  
 Surveyors Act  
 Surveys Act  
 Trees Act  
 Wild Rice Harvesting Act  
 Wilderness Areas Act  
 Woodlands Improvement Act  
 Woodmen's Employment Act  
 Woodmen's Lien for Wages Act

## MINISTRY OF NORTHERN AFFAIRS

10 Wellesley St. E.

Toronto M4Y 1G2

At the time the Ministry of Northern Affairs was established, the Ontario Government had already undertaken a variety of initiatives to help deal with the special needs and problems of the North, such as the Isolated Communities Assistance Program, the Northern Ontario Resources Transportation Program, the Ontario Northland Transportation Commission, the Northern Affairs network of store-front offices of the Ministry of Natural Resources, the Regional Priorities Budgets within the Ministry of Treasury and Economics, and a variety of federal-provincial shared cost programs to address specific Northern problems.

Many of these initiatives have been successful in meeting specific Northern requirements, but there was a need for more and better coordinated government activity to help deal with the particular problems and opportunities of the North. Particularly there was a need for a special government action to address both the perception and the reality of northern isolation from the centres of government decision-making.

The Ministry of Northern Affairs was established in April, 1977, to work with the ministries and agencies of the Government of Ontario, to address these problems and challenges in an effective way.

The Ministry of Northern Affairs is responsible for the administration of the Ontario Northland Transportation Commission Act, the statute which established the Ministry and sets forth its overall mandate.

### MINISTRY ORGANIZATION

MNA 1

While the Ministry of Northern Affairs has an office located in Toronto, much of the Ministry business is carried out on a day-to-day basis in **Northern Ontario**. Regional offices, each headed by an Assistant Deputy Minister, are located in Sault Ste. Marie in the Northeast and Kenora in the Northwest. These offices, together with two subsidiary area offices in Sudbury and Thunder Bay, aim to identify problems and coordinate their resolution by bringing together the local interests and the provincial ministries concerned. The Minister's, Deputy Minister's and Assistant Deputy Minister's offices are located in Toronto as well as the Executive Director of Planning and Administration. The Planning and Administration Division in Toronto includes: Information Services, Financial and Administrative Services, Legal Services, Management Improvement and Audit, and Strategic Planning Secretariat. Each regional office consists of a Community Relations Branch and a Regional and Community Development Branch. In turn, the Community Relations Branches contain the local offices of the Ministry, which are found in 29 key communities across the North. Branch functions (including a list of Northern Affairs Offices) are described separately under the entries that follow. Regional and area offices are listed below:

*Northeastern Regional Office*  
421 Bay St., Ste. 301  
**Sault Ste. Marie P6A 1X3**  
705-942-0100

*Northeastern Area Office*  
199 Larch St., 4th Flr.  
**Sudbury P3E 5P9**  
705-675-4441



*Northwestern Regional Office*  
12 Main St. S.  
**Kenora P9N 1S7**  
807-468-3135

*Northwestern Area Office*  
435 James St. S.  
P.O. Box 5000  
**Thunder Bay P7E 6E3**  
807-475-1585

## COMMUNITY RELATIONS BRANCH

MNA 2

The Ministry of Northern Affairs has two Community Relations Branches, located in Sudbury and Kenora. They administer a network of 29 Northern Affairs 'storefront' offices, each staffed by an officer and clerical assistant, located in communities throughout Northern Ontario. The role of the Northern Affairs Officer is to act as a contact point for government in northern communities and to attempt to solve problems for people removed from service points.

In many cases the Northern Affairs Officer's task is to function as a coordinator; in others it is to point the client to the appropriate government contact. He acts as the official agent for some other ministries' programs and is the central reference point for other federal, provincial and municipal departments, ministries, or agencies.

The Ministry operates an extensive telex network to speed the flow of information, particularly from the local offices to the regional offices and Toronto, and vice versa. In Toronto, a liaison officer answers requests for the Northern offices and contacts the central offices of other ministries, departments and agencies.

Northern Affairs Officers assist **unorganized communities** (communities with no municipal government under the Municipal Act) in establishing **Local Services Boards**. These communities are unique to Northern Ontario and a Local Services Board is a legally constituted body of members elected to act on behalf of the residents of an unincorporated community to ensure that basic services such as water supply, fire protection, sewage disposal, street lighting, garbage collection or recreational programs are provided on a continuing basis. Capital expenditures for the purchase of equipment or facilities necessary for such projects are made by the Ministry through the **Isolated Communities Assistance Program**. Establishment of a Local Services Board is optional, as are the services it may choose to offer. Upon the establishment of a board, a community is eligible for an operating **subsidy** from the Ministry, providing the community raises half the budgeted costs.

The Community Relations Branches are also responsible for the implementation and administration of a number of community service oriented programs undertaken by the Ministry, such as the **TVOntario** extension program, which provides rebroadcasting transmitters and antennas to small communities to enable them to receive the TVO signal off air; and the federal-provincial **COED** (Canada Ontario Employment Development) program, for which the 29 Northern Affairs Offices are the chief contact for participating communities.

The nearest Northern Affairs office can be reached from outlying communities without charge throughout Northern Ontario by dialing the operator and asking for Zenith 33160.

Community Relations Branch offices are as follows:

**NORTHEASTERN ONTARIO**

*Community Relations Branch*

199 Larch St.

**Sudbury P3E 5P9**

705-675-4441

**NORTHWESTERN ONTARIO**

*Community Relations Branch*

112 Main St. S.

**Kenora P9N 1S7**

807-468-3135

**NORTHERN AFFAIRS OFFICES**

**NORTHEASTERN ONTARIO**

13 Lawton St.

**Blind River P0R 1B0**

705-356-2226

1 Birch St.

**Chapleau P0M 1K0**

705-864-1515

161 Sixth Ave.

**Cochrane P0L 1C0**

705-272-4274

10 Brunswick Walk

**Elliot Lake P5A 2A8**

705-848-7133

Espanola Mall, Box 1718

Highway 6 South

**Espanola P0P 1C0**

705-869-1532

915 George St.

**Hearst P0L 1N0**

705-362-4358

253 Ambridge Drive

**Iroquois Falls P0K 1E0**

705-232-4001

Model City Mall

**Kapuskasing P5N 2E7**

705-335-6008

32A Prospect Ave.

**Kirkland Lake P2N 3K1**

705-567-3291

P.O. Box 128, King & Young Sts.

**Mindemoya P0P 1S0**

705-377-5396

Box 307

**Moosonee P0L 1Y0**

705-336-2991

310 Whitewood Ave.

**New Liskeard P0J 1P0**

705-647-7391

267 Main St. W.

**North Bay P1B 2T8**

705-472-3911

444 Queen St. E.

**Sault Ste. Marie P6A 1Z7**

705-254-6623

191 Main St.

**Sturgeon Falls P0H 1G0**

705-753-2900

199 Larch St., 1st Flr.

**Sudbury P3E 5P9**

705-675-4451

60 Wilson Ave.

**Timmins P4N 2S7**

705-267-1401

27 Gola St.

**Wawa P0S 1K0**

705-856-2354

**NORTHWESTERN ONTARIO**

123 Marks St.

**Atikokan P0T 1C0**

807-597-2701

34 King St.

**Dryden P8N 1B1**

807-223-5231



529 Mowat Ave.  
**Fort Frances P9A 1Z1**  
 807-274-5329

408 Atwood Ave.  
**Rainy River P0W 1L0**  
 807-852-3287

305 Main St.  
**Geraldton P0T 1M0**  
 807-854-0266

242 Howey St.  
**Red Lake P0V 2M0**  
 807-727-2870

200 Beaver St.  
**Ignace P0T 1T0**  
 807-934-2260

42 King St.  
**Sioux Lookout P0V 2T0**  
 807-737-1318

12 Main St. S.  
**Kenora P9N 1S7**  
 807-468-5548

428 E. Victoria Ave.  
**Thunder Bay P7C 1A5**  
 807-475-1425

Penninsula Bldg.  
**Marathon P0T 2E0**  
 807-229-1153

## REGIONAL AND COMMUNITY DEVELOPMENT BRANCH

MNA 3

Regional and Community Development Branches are located in Sault Ste. Marie and Thunder Bay (addresses listed below). These branches work with northern communities and other ministries in planning development strategies to improve conditions and to respond to local and regional needs throughout **Northern Ontario**. Operationally, the Ministry has three main areas of interest: Northern **economic** development, Northern **transportation** and Northern community services and development.

Regional economic development is stimulated through research, strengthening of industrial activity, promotion of tourism and the expansion of agriculture. Funds are also made available to encourage resource development. Scientific studies, experimental hydro-electric and solar heating projects and alternative or novel energy recovery programs are undertaken.

Activities concerning **transportation** include setting the priorities and funding the highway construction program and the remote **airports** program in Northern Ontario.

Community activities include **financial assistance** for construction of water mains and sewage systems and the development of industrial parks. Special assistance has been provided for communities undergoing severe economic dislocation or unusually rapid growth. Through the Regional and Community Development Branches, the Ministry also implements the **Northern Community Economic Development Program**, providing financial assistance for studies and seminars, the publication of promotional materials, and professional staff support for the investigation of new local economic development opportunities.

The Ministry contributes funds for a range of **social** and **medical** services such as medical and dental clinics, **bursaries** for medical and **dental students**, **audiologists** and **speech pathologists**, and capital support for a recently instituted air **ambulance** service. The branches are also responsible for the **EldCap program**, which provides capital assistance for the construction of additions to local hospitals for up to 20 extended care beds.

The Ministry of Northern Affairs takes a keen interest in improving the quality of life, and in this regard is involved in promoting the arts, and undertaking other cultural initiatives as opportunities arise. The Ministry is also encouraging the expansion of television services for residents of the North.

*Northeastern Area Office*  
421 Bay St., Ste. 301  
**Sault Ste. Marie P6A 1X3**  
705-942-0100

*Northwestern Area Office*  
435 James St. S.  
P.O. Box 5000  
**Thunder Bay P7E 6E3**  
807-475-1585

## PLANNING AND ADMINISTRATION DIVISION

### FINANCIAL AND ADMINISTRATIVE SERVICES BRANCH

MNA 4

10 Wellesley St. E., 9th Flr.  
Toronto M4Y 1G2  
416-965-1417

The branch provides financial stewardship for the Ministry by developing expenditure plans, annual budgets, and providing necessary financial information. Financial services include maintenance of expenditure approvals, annual budgets and acquiring funds and resources to achieve the Ministry's stated objectives as well as payment of accounts and general accounting services.

Through the **Coordinator of Human Resources and Affirmative Action**, the branch arranges for the aquisition of personnel and other related services from the Ministry of Transportation & Communications and develops policies and procedures for the Ministry. The Coordinator is also the Ministry liaison regarding Affirmative Action issues.

The branch is also responsible for administrative services. It acquires and provides support services such as purchasing, office services and accommodation, centralized word processing, filing and data analysis services as required by the Ministry management. The branch also operates a **library** where books, periodicals, **films** and other materials dealing specifically with **Northern Ontario** are available. The library operates the **Ministry reading room** in accordance with government freedom of information policy. It provides public access to ministry publications, statutes and some manuals and internal procedures used by the Ministry.

### INFORMATION SERVICES BRANCH

MNA 5

10 Wellesley St. E., 9th Flr.  
Toronto M4Y 1G2  
416-965-7577

The Information Services Branch informs the public, client groups and the news media about the Ministry's activities. It establishes communications policy for the Ministry, advises other branches on communications problems and provides support to the Minister and the Deputy Minister. Its activities include media liaison, answering public inquiries, advertising and producing and distributing publications, news releases and audio-visual materials. The branch is also responsible for such major undertakings as **Ontario North Now** at Ontario Place, and Ministry participation in the Sportsmen and Ski shows held in Toronto each year. Besides those in the Toronto office, there are information officers in



the two regional offices at Sault Ste. Marie and Kenora, and the area office at Thunder Bay. These field information officers are attached to the Community Relations Branch of the Ministry, see MNA 2.

## LEGAL SERVICES

MNA 6

10 Wellesley St. E., 10th Flr.  
Toronto M4Y 1G2  
416-965-6862

Provides legal services for the Ministry of Northern Affairs, including the Ontario Northland Transportation Commission. This office is responsible to the Ministry of the Attorney General.

## STRATEGIC PLANNING SECRETARIAT

MNA 7

10 Wellesley St. E., 9th Flr.  
Toronto M4Y 1G2  
416-965-1669

The Strategic Planning Secretariat has a lead role in ensuring that the Ministry can carry out the broad strategies required to fulfil its mandate in Northern Ontario. The Secretariat has responsibility for identifying and determining the priority of policy and program options and monitors program effectiveness. It also coordinates the liaison and advocacy functions of the Ministry and develops and coordinates the Ministry's forward financial planning and resource allocation process.

## AGENCIES

For some background information on ministerial agencies, boards and commissions, see the first entry under Royal Commissions, Special Purpose Bodies and Others (COMM 1).

## ONTARIO NORTHLAND TRANSPORTATION COMMISSION

MNA 8

195 Regina St.  
North Bay P1B 8L3  
705-472-4500

The Ministry of Northern Affairs provides **rail, bus, ferry, air and telecommunications** services to Northern Ontario through the Ontario Northland Transportation Commission.

Land **transportation** services include rail, bus and highway transport. **Rail** passenger services include the **Polar Bear Express** between Cochrane and Moosonee, the **Northlander** between Toronto and Timmins, a passenger train between North Bay and Cochrane, and a mixed passenger-freight train between Cochrane and Moosonee. Bus services are regularly scheduled between North Bay, Hearst, Sudbury, Timmins and other locations throughout Northeastern Ontario. Charter and tour services can also be arranged.

**Rail freight** services are provided between North Bay and other points in Northeastern Ontario. Highway freight services are the responsibility of Star Transfer Limited, a subsidiary of the ONTC that operates throughout Northeastern Ontario and south to Toronto and Hamilton. Another subsidiary, Ontario Northland Express Services, makes available LCL (less than carload lot) deliveries from six terminals located at New Lisk-eard, Kirkland Lake, Noranda, Timmins, Cochrane and Moosonee.

The Commission operates the provincially owned airline, **norOntair**, which serves 21 communities and serves as a feeder for Air Canada and Nordair in northeast and northwest Ontario. The latter airlines provide reservation facilities.

A passenger, car and truck **ferry**, the **M.S. Chi-Cheemaun**, is operated by the Owen Sound Transportation Company, a subsidiary of the ONTC, between Tobermory on the Bruce Peninsula and South Baymouth on Manitoulin Island from May through October. The Marine Services Department of the ONTC operates the **Chief Commanda**, a cruise **boat**, on Lake Nipissing from spring until fall, and manages a freight and passenger service between Moosonee and Moose Factory Island during the same period.

The ONTC provides the following **telecommunications** services in Northeastern Ontario: long distance telephone, private wire voice and teletype, commercial telegraph, radio and television transmission, mobile radio, special communications and local telephone. Consumer **electric** power is also available through the ONTC in Winisk and Fort Severn.

A further activity of the Commission is the operation of a goose **hunting** camp for six weeks each fall, east of Moosonee on the Harricanaw River.

*Toronto Passenger Sales Office*  
805 Bay St.  
**Toronto M5S 1Y9**  
416-965-4268

*Toronto Transportation & Marketing Office*  
805 Bay St.  
**Toronto M5S 1Y9**  
416-965-6388

*Star Transfer Limited*  
391 Creditstone Rd.  
**Concord L4K 1B1**  
416-661-2700

*Star Transfer Limited*  
740 Pine St. S.  
**Timmins P4N 7G6**  
705-264-2221

*ONTC Express Services*  
195 Regina St.  
**North Bay P1B 8L3**  
705-472-4500, Ext. 234

*ONTC Express Services*  
*Transportation & Marketing Office*  
805 Bay St.  
**Toronto M5S 1Y9**  
416-965-6388

*Owen Sound Transportation Company*  
**Owen Sound N4K 5P5**  
519-376-6601  
(Tobermory Terminal  
519-596-2212)  
(South Baymouth  
Terminal-705-859-3161)

*ONTC Marine Services*  
195 Regina St.  
**North Bay P1B 8L3**  
705-472-4500, Ext. 371

*ONTC Telecommunications*  
1500 Fisher St.  
Northgate Square  
**North Bay P1B 2H3**  
705-472-4500, Ext. 331

## ACTS

## ACTS

MNA 9

The following is a list of Acts administered by the Ministry of Northern Affairs. For information on which branches administer the Acts, see the Key Word Index or contact this Ministry's legal service branch or information/communications branch.



Local Services Boards Act  
Ministry of Northern Affairs Act  
Ontario Northland Transportation Commission Act

## MINISTRY OF REVENUE

33 King St. W.

Oshawa L1H 8H5

In 1968, the Department of Revenue was created when the Revenue Division, the Province of Ontario Savings Office, and the Deputy Provincial Treasurer, Revenue Office, were transferred from the Department of Treasury and Economics. In 1972, the Department of Revenue was renamed the Ministry of Revenue with the addition of the Assessment Division of the former Department of Municipal Affairs.

The Ministry administers the major taxing statutes of Ontario (such as the Corporations Tax Act, the Gasoline Tax Act, the Tobacco Tax Act, the Retail Sales Tax Act and the Land Transfer Tax Act). It conducts property assessments to provide the tax base for Ontario municipalities. It directs the Ontario Tax Credit program, the Guaranteed Annual Income System (GAINS), Ontario Property and Sales Tax Grants for Senior Citizens and the Small Business Development Corporations Program. It also operates the Province of Ontario Savings Office.

### DEPUTY MINISTER'S OFFICE

#### AUDIT SERVICES BRANCH

REVENUE 1

33 King St. W.

Oshawa L1H 8H5

416-433-6484

Audit Services Branch is responsible for the Ministry's audit functions which include the review and appraisal of Ministry accounting, financial and management controls.

#### LEGAL SERVICES BRANCH

REVENUE 2

33 King St. W.

Oshawa L1H 8H5

416-433-5657

Legal Services Branch counsels the Ministry on legal matters, including the interpretation of statutes and regulations and the preparation and review of proposed legislation, regulations and other legal documents. It supplies the Ministry with general legal services such as preparing litigation, the settlement of claims, acting at court hearings, etc.. The branch is responsible to the Attorney General's Office.

### SUPPORT SERVICES DIVISION

#### ADMINISTRATIVE AND FINANCIAL SERVICES BRANCH

REVENUE 3

33 King St. W.

Oshawa L1H 8H5

416-433-5905

Administration Section (433-5935) provides the Ministry with purchasing, storage, mailing, security and other central services.

Finance Section (433-5915) processes accounts payable and provides accounting services for all expenditures including payroll and employee benefits.



**COMMUNICATIONS SERVICES****REVENUE 4**

33 King St. W.  
Oshawa L1H 8H5  
416-433-5780

Communications Services informs the public, client groups and the media about the Ministry's activities. It establishes communications policy for the Ministry, provides communications support to the Minister and Deputy Minister and advises branches on communications matters. As well, it provides audio-visual, photographic, graphics and exhibit services to the Ministry. Other activities include advertising agency liaison and publication production/distribution.

Communications administers a **library** (433-6135) covering aspects of **tax, property assessment, public finance**, legislation and government and **business** administration. The Public Information Centre (**Ministry reading room**), attached to the library, provides public access to all Ministry publications, statutes, regulations, and most manuals and internal procedures used by the Ministry.

Communications also coordinates the Ministry **French** language and customer service programs.

**FINANCE AND PRIORITIES PLANNING BRANCH****REVENUE 5**

33 King St. W.  
Oshawa L1H 8H5  
416-433-5660

Finance and Priorities Planning Branch is responsible for developing the Ministry financial and resource plan (**Zero Base Budgeting**). It prepares and coordinates the Ministry estimates through all stages and develops and administers the Ministry operational performance and control (**Management by Results**). The branch maintains the Ministry resource utilization and control system and reallocates as necessary. It acts as the Ministry liaison point with central agencies, especially Management Board, and assists the Deputy Minister and other senior management by providing management information and support.

**MANAGEMENT SYSTEMS BRANCH****REVENUE 6**

33 King St. W.  
Oshawa L1H 8H5  
416-433-6797

This branch provides services and studies in data and word processing, business systems, forms control and design, and records management. In addition, it acts in a management consulting capacity, providing assistance to other branches in the area of planning, designing and implementing computer systems.

**PERSONNEL SERVICES BRANCH****REVENUE 7**

33 King St. W.  
Oshawa L1H 8H5  
416-433-6092

Personnel Services Branch is responsible for the establishment of Ministry personnel policies and procedures, the establishment of appropriate classification and compensation levels for all Ministry employees, staff recruitment, employee counselling, the coordination and delivery of staff training and development, the investigation of employee griev-

ances, and all matters affecting working conditions and performance. The branch maintains the Ministry's personnel, payroll and employee benefit records. It also provides liaison between the Ministry and the Civil Service Commission, Management Board of Cabinet, and the Ontario Public Service Employees Union (OPSEU). The branch also plans, develops and coordinates the **Affirmative Action Program** to improve the status of Ontario government female employees with the ultimate aim of ensuring equal opportunity for women.

## TAX REVENUE PROGRAM

### CORPORATIONS TAX BRANCH

REVENUE 8

33 King St. W.  
Oshawa L1H 8H5  
416-433-6500

Corporations Tax Branch administers the **Corporations Tax Act** which deals with corporations income tax (based on taxable income) and capital tax (based on taxable paid-up capital), consents to revive or surrender charters or to dissolve a corporation voluntarily. It also deals with the special tax on **insurance** companies based on taxable insurance premiums.

### MOTOR FUELS AND TOBACCO TAX BRANCH

REVENUE 9

33 King St. W.  
Oshawa L1H 8H5  
416-433-6393

Motor Fuels and Tobacco Tax Branch administers and collects tax on the sale of fuels taxed under the **Gasoline Tax Act** (gasoline, aviation fuel) the **Fuel Tax Act** (diesel fuel) and the **Tobacco Tax Act** (cigarettes, tobacco, cigars). The branch provides refunds of these taxes when applicable and appoints or registers collectors, usually wholesalers or distributors.

The branch also administers the **Small Business Development Corporations Act**, the **Land Transfer Tax Act** and the **Provincial Land Tax Act**. The **Small Business Development Corporations (SBDC) Program** encourages private sector investment in small businesses in Ontario and the provision of business and managerial expertise; individual investors who buy new equity shares in an SBDC receive a **grant** of 30% of their investment and **corporations** receive a 30% credit against their Ontario corporations income tax. **Land Transfer Tax** is a tax on individuals or corporations registering land or an interest in land in Ontario. It is two-fifths of 1 per cent on the first \$45,000 and four-fifths of 1 per cent on the rest. Non-residents of Canada pay 20% tax on restricted land (farm land, recreational land, etc.). Land Transfer Tax is paid to the Land Registrar before a conveyance is registered. **Provincial Land Tax** is a tax collected from landowners in **unorganized territories**. (For property assessments for this tax, contact closest regional assessment office, listed under Field Operations Branch, see entry REVENUE 19).

The branch is also administering three acts, which have been repealed, during their phase-out period: the **Succession Duty Act**, the **Gift Tax Act** and the **Motor Vehicle Fuel Tax Act**.



**RETAIL SALES TAX BRANCH****REVENUE 10**

33 King St. W.  
Oshawa L1H 8H5  
416-433-6170

The Retail Sales Tax Branch administers the **retail sales tax** program in Ontario. This tax is collected by vendors from consumers at the time of purchase on most goods, services and prices of admission. The branch operates offices throughout Ontario. These field offices issue **vendor permits** (Provincial Sales Tax licences) and provide information concerning exemptions and other aspects of the Retail Sales Tax including vendor information for those starting a **business**. Tax advice is given in numerous forms. Taxpayers' specific questions are answered by telephone, letter or in person; Sales Tax Guides are published about many areas of retail sales tax; a series of publications, seminars, lectures, exhibits, displays and visits to businesses promote general awareness of the tax. Rebates or refunds of tax are given under various circumstances; for example, if vendors over-remit the amount of tax they collected, or if goods are removed from Ontario by tourists. The field offices will assist taxpayers in making an application for a rebate or refund. Audits are done to ensure that tax is collected and paid in the correct way. Tax collected under the **Race Tracks Tax Act** is also administered by the branch.

All inquiries about retail sales tax should be made to one of the field offices listed below. Long-distance callers may contact the office in their area by using toll-free operator assisted Zenith lines. Zenith numbers are effective only in an office's area of responsibility.

208 Dundas St. E.  
**Belleville K8N 1E3**  
613-962-9108  
Zenith 71820  
(Counties of Haliburton, Hastings,  
Northumberland,  
Peterborough, Prince Edward)

119 King St. W., P.O. Box 2112  
**Hamilton L8N 3Z9**  
416-521-7504  
Zenith 71440  
(County of Brant, Regional  
Municipalities of Haldimand-  
Norfolk, Hamilton-Wentworth)

449 Belmont Ave. W.  
**Kitchener N2M 1N2**  
519-576-8400  
Zenith 71020  
(Counties of Huron, Perth,  
Wellington, Bruce, Dufferin, Grey  
Regional Municipality of Waterloo)

310 Wellington Rd.  
**London N6C 4P4**  
519-433-3901  
Zenith 62350  
(Counties of Elgin, Lambton,  
Middlesex, Oxford)

2 Robert Speck Parkway  
**Mississauga L4Z 1H8**  
416-273-9490  
(Regional Municipalities of  
Halton, Peel)

1500 Fisher St.  
Northgate Plaza  
**North Bay P1B 2H3**  
705-474-4900  
Toll Free 1-800-461-1564  
or 1-800-461-1649  
(Districts of Cochrane, Nipissing,  
Parry Sound, Timiskaming)

19 Front St. N.  
P.O. Box 670  
**Orillia L3V 6K5**  
705-325-9587  
Zenith 71830  
(County of Simcoe, District  
Municipality of Muskoka,  
Regional Municipality of York:  
Township of Georgina,  
East Gwillimbury)

33 King St. W.  
P.O. Box 629  
**Oshawa L1H 8H7**  
416-433-6240  
(County Victoria, Regional  
Municipality of Durham)

1355 Bank St.  
**Ottawa K1H 8K7**  
613-523-9760  
Zenith 71400  
(Regional Municipality of  
Ottawa-Carleton, Counties of  
Addington, Dundas, Frontenac,  
Glengarry, Grenville, Lanark,  
Leeds, Lennox, Prescott,  
Renfrew, Russell, Stormont)

199 Larch St., 6th Flr.  
**Sudbury P3E 5P9**  
705-675-4351  
Zenith 71850  
(Districts of Algoma, Manitoulin,  
Sudbury, Regional Municipality  
of Sudbury)

435 James St. S.  
P.O. Box 5000  
**Thunder Bay P7C 5G6**  
807-475-1681  
Zenith 72310  
(Districts of Kenora, Rainy River,  
Thunder Bay)

2300 Yonge St., 10th Flr.  
**Toronto M4P 1H6**  
416-487-1361  
Zenith 71800  
(Regional Municipality of  
Metropolitan Toronto,  
Regional Municipality of York:  
Towns of Aurora, Markham,  
Newmarket, Richmond Hill, Vaughan,  
Whitchurch-Stouffville,  
Township of King)

76 Division St.  
**Welland L3B 3Z7**  
416-732-1318  
Zenith 71410  
(Regional Municipality of  
Niagara),  
(In St. Catharines & Niagara Falls,  
416-688-1360/68)

250 Windsor Ave.  
**Windsor N9A 6V9**  
519-252-4404  
Zenith 71450  
(Counties of Essex, Kent)

## REVENUE AND OPERATIONS RESEARCH BRANCH

33 King St. W.  
**Oshawa L1H 8H5**  
416-433-5623

REVENUE 11

This branch is responsible for providing staff support to the Tax Revenue Program including the coordination of the planning, resource allocation and control process; the development of techniques to increase the efficiency and effectiveness of administrative and delivery mechanisms of branches within the program; **tax related research**; the monitoring of tax revenue and the coordination of changes in legislation.

The branch is also responsible for liaison between the Ministries of Revenue, and Treasury and Economics, as well as other federal and provincial **tax** authorities.



**SPECIAL INVESTIGATIONS BRANCH**

REVENUE 12

33 King St. W.  
Oshawa L1H 8H5  
416-433-6900

This branch undertakes special audits and investigations regarding **tax** compliance problems, with special emphasis on the prevention of tax evasion, and recommends prosecution where there is evidence of evasion. It also deals with voluntary disclosure of tax irregularities.

**TAX APPEALS BRANCH**

REVENUE 13

33 King St. W.  
Oshawa L1H 8H5  
416-433-6029

Tax Appeals Branch processes all appeals filed under the following statutes administered by the Ministry: the **Corporations Tax Act**, the **Fuel Tax Act**, the **Gasoline Tax Act**, the **Land Transfer Tax Act**, the **Motor Vehicle Fuel Tax Act**, the **Retail Sales Tax Act**, the **Tobacco Tax Act**, the **Ontario Guaranteed Annual Income Act**, the **Ontario Pensioners Property Tax Assistance Act** and the **Small Business Development Corporations Act**. This service consolidates the appeal functions previously performed independently by branches of the Ministry. Forms may be obtained by contacting the branch or local Retail Sales Tax Offices (see list under this Ministry's Retail Sales Tax Branch entry REVENUE 10).

**TAX SYSTEM OPERATIONS AND DESIGN DIVISION**  
**TAX REVENUE PROGRAM**

**GUARANTEED INCOME AND TAX CREDIT BRANCH**

REVENUE 14

33 King St. W.  
Oshawa L1H 8H5  
In Metro Toronto, dial 965-8470  
Area Code 416, dial 1-800-263-7700  
Area Code 807, ask Operator for Zenith 82000  
All other areas dial 1-800-263-3960

**Guaranteed Annual Income System (GAINS A)** ensures qualifying Ontario residents 65 or over a guaranteed monthly income. **Senior citizens** who receive the Old Age Security pension (OAS) and Guaranteed Income Supplement (GIS) will automatically receive GAINS if their monthly income falls below the guaranteed level. For more information call one of the telephone numbers listed above, free of charge.

**Ontario Tax Credits** consist of a Property Tax Credit, a Sales Tax Credit and a Political Contribution Tax Credit. The first two credits are designed to help people with low or moderate incomes pay their municipal **property tax** or **rent**, and **retail sales tax**. Even people with no taxable income may claim by filing a federal income tax return and completing the mauve Ontario Tax Credit form included in the federal kit. (People 65 or older are not eligible for these credits but are eligible for Ontario Tax Grants, described separately). The third, the **Political** Contribution Tax Credit may be claimed by people who made a contribution to a registered Ontario political party, a constituency association, or a registered candidate in a provincial election. This credit may be claimed only if

there is provincial tax payable after deducting the amount claimed under the first two credits. For more information call one of the telephone numbers listed above, free of charge.

**Temporary Home Heating Credits**, intended to cushion the impact of heating cost increases for tenants and homeowners with low incomes who are under age 65, were introduced for the 1981, 1982 and 1983 taxation years. The Temporary Home Heating Credit is claimed on the Ontario Tax Credits form which is included with income tax returns. In 1981, the credit was worth a maximum of \$60. This maximum was reduced to \$40 for 1982 and to \$20 for 1983. For more information call one of the telephone numbers listed above, free of charge.

**Ontario Tax Grants:** Ontario resident **senior citizens** 65 or older who pay **property tax** or **rent** may claim a **Property Tax Grant** of up to \$500. Applications for this **Grant** will be mailed annually to all **senior citizens** who are Old Age Security (OAS) recipients or who have previously completed an eligibility application and who have qualified. A **Retail Sales Tax Grant** of \$50 will be mailed automatically to all OAS recipients and other previously qualified pensioners every year. Persons turning 65 after mid year who will qualify for OAS will automatically receive their Retail Sales Tax Grant and an application for the Property Tax Grant, sent towards the year end. All other seniors may phone the above toll-free telephone numbers for application details on both of these grants.

**Temporary Home Heating Grants**, intended to cushion the impact of heating cost increases for tenants and homeowners who are 65 years of age or older, were introduced for the 1981, 1982 and 1983 calendar years. **Senior citizen** households receiving a Property Tax Grant will be sent their Home Heating Grant automatically in the spring of the following year. For 1981, the grant was \$60 per household and was paid in May 1982 to seniors who qualified for a 1981 Property Tax Grant. For 1982 the grant was \$40 and \$20 for 1983. For more information call one of the telephone numbers listed above, free of charge.

#### TAXATION DATA CENTRE

REVENUE 15

33 King St. W.  
Oshawa L1H 8H5  
416-433-5858

This branch is responsible for processing revenues received under the **taxing** statutes as well as the payment of refunds and grants to the public. The branch also provides accounting and data processing system support for the Tax Revenue Program.

#### TAXPAYER SERVICES BRANCH

REVENUE 16

33 King St. W.  
Oshawa L1H 8H5  
416-433-6100

This branch provides information about Ontario **taxes** and **tax assistance** programs to the general public for such programs as Ontario Tax Grants for Seniors, Ontario Tax Credits and the Guaranteed Annual Income System (GAINS).

Call the Telephone Information Centre free of charge from anywhere in the Province: in Metro Toronto, dial 965-8470; in Area Code 416, dial 1-800-263-7700; in Area Code 807, ask the Operator for Zenith 82000; in other areas, dial 1-800-263-3960.



The branch also produces publications and other communications material for the Ministry's tax programs.

## ASSESSMENT PROGRAM

### POLICIES AND PRIORITIES BRANCH

REVENUE 17

33 King St. W.  
Oshawa L1H 8H5  
416-433-5757

This branch provides staff support to the Assistant Deputy Minister. It is responsible for monitoring the effectiveness of **assessment** policy and legislation and for policy liaison with federal, provincial and municipal authorities. It is also responsible for strategic planning, budgeting and evaluation, and publications.

## ASSESSMENT SERVICES DIVISION

### DATA SERVICES AND DEVELOPMENT BRANCH

REVENUE 18

33 King St. W.  
Oshawa L1H 8H5  
416-433-5680

This branch is responsible for **assessment** information management, including the supply of **computer** data services to assessors, municipalities and school boards. It also develops new assessment and data processing systems.

### FIELD OPERATIONS BRANCH

REVENUE 19

33 King St. W.  
Oshawa L1H 8H5  
416-433-5805

The Field Operations Branch through regional offices throughout Ontario (listed below) **assesses** all **real property** for purposes of municipal and school taxation and, in **unorganized territories**, for **Provincial Land Taxes**. It undertakes **municipal enumerations** which produce municipal **voters** lists, lists of persons who can be called for **jury** duty, identification of supporters for **schools** and demographic **statistics**. The branch serves municipal governments, other Ontario ministries which use data as basis for distribution of municipal grants, and other programs. Inquiries re property taxation, tax certificates, municipal voters lists, and municipal population should be referred to the clerk or treasurer of the appropriate municipality. School support issues should be referred to the relevant public or separate school board.

**REGIONAL ASSESSMENT OFFICES**  
(Zenith numbers are effective only  
in an office's area of  
responsibility)

109 Ferris Lane  
**Barrie L4M 2Y1**  
705-728-2270  
If long distance  
ask operator Zenith 56600  
(Simcoe)

P.O. Box 150  
Pine St.  
**Bracebridge P0B 1C0**  
705-645-5204  
If long distance  
ask operator for Zenith 69200  
(Muskoka)

63 Charing Cross  
Box 1176  
**Brantford N3T 5T3**  
519-759-6310  
If long distance  
ask operator for Zenith 94300  
(Brant, Haldimand-Norfolk)

P.O. Box 712  
2479 Parkdale Ave.  
**Brockville K6V 5V8**  
613-342-8242  
If long distance  
ask operator for Zenith 45080  
(Lanark, Leeds, Grenville)

150 Main St., 4th Flr.  
**Cambridge N1R 1W3**  
519-623-5210  
In Kitchener dial 742-8355  
If long distance ask operator  
for Zenith 67140  
(Waterloo)

P.O. Box 1140  
435 Grand Ave. W.  
**Chatham N7M 5L8**  
519-354-5460  
If long distance  
ask operator for Zenith 65500  
(Kent, Lambton)

132 Second St. E.  
**Cornwall K6H 5S7**  
613-933-7100  
If long distance  
ask operator for Zenith 45960  
(Prescott, Russell, Stormont,  
Dundas, Glengarry)

P.O. Box 190  
57 Napier St.  
**Goderich N7A 3Z2**  
519-524-7326  
If long distance  
ask operator for Zenith 66500  
(Huron, Perth)

286 Victoria Rd. N.  
**Guelph N1E 5J3**  
519-821-7440  
If long distance  
ask operator for Zenith 68550  
(Dufferin, Wellington)

119 King St. W.  
**Hamilton L8N 3Z9**  
416-521-7469  
(Wentworth)

1055 Princess St.  
**Kingston K7L 4Y8**  
613-547-3401  
If long distance  
ask operator for Zenith 47360  
(Frontenac, Lennox, Addington)

P.O. Box 267  
33 Lindsay St. S.  
**Lindsay K9V 4S1**  
705-799-5203  
If long distance  
ask operator for Zenith 34850  
(Haliburton, Peterborough,  
Victoria)

Treasure Island Plaza  
R. R. #4  
**London N6A 4B8**  
519-681-0050  
If long distance  
ask operator for Zenith 63310  
(Elgin, Middlesex, Oxford)

2 Robert Speck Parkway  
**Mississauga L4Z 1T3**  
416-270-8050  
If long distance  
ask operator for Zenith 86730  
(Halton-Peel)



460 Oak St.  
**Newmarket L3Y 3X6**  
 416-920-2372 (Toronto)  
 416-895-8644 (Newmarket)  
 If long distance  
 ask operator for Zenith 58500  
 (York)

P.O. Box 167  
 1650 Main St. W.  
**North Bay P1B 8H2**  
 705-474-6150  
 If long distance  
 ask operator for Zenith 51280  
 (Nipissing, Parry Sound)

161 Laurier Ave. W.  
**Ottawa K1P 5J2**  
 613-236-5600  
 If long distance  
 ask operator for Zenith 45980  
 (Ottawa-Carleton)

P.O. Box 670  
 345 Eighth St. E.  
**Owen Sound N4K 5R4**  
 519-371-1121  
 If long distance  
 ask operator for Zenith 64220  
 (Bruce, Grey)

24 Pembroke St. W.  
**Pembroke K8A 5M3**  
 613-735-0181  
 If long distance  
 ask operator for Zenith 48680  
 (Renfrew)

180 Brock St.  
**Sault Ste. Marie P6A 3B7**  
 705-949-3941  
 If long distance  
 ask operator for Zenith 27930  
 (Algoma)

43 Church St.  
 Landmark Bldg.  
**St. Catharines L2R 7A7**  
 416-688-0233  
 If long distance  
 ask operator for Zenith 89550  
 (Niagara)

199 Larch St., 12th Flr.  
**Sudbury P3E 5P9**  
 705-675-4200  
 If long distance  
 ask operator for Zenith 49860  
 (Manitoulin, Sudbury)

55 Doncaster Ave.  
**Thornhill L3T 1L7**  
 416-889-9503  
 (North York)

115 Johnson Ave.  
**Thunder Bay P7B 2V9**  
 807-345-1221  
 If long distance  
 ask operator for Zenith 50960  
 (Kenora, Rainy River, Thunder Bay)

P.O. Box 3000  
**Dryden P8N 2Y7**  
 807-223-5351  
 If long distance  
 ask operator for Zenith 50960  
 (Thunder Bay Sub-Office)

533 Mowat Ave.  
**Fort Frances P9A 1Z1**  
 807-274-3283  
 If long distance  
 ask operator for Zenith 50960  
 (Thunder Bay Sub-Office)

300 McClellan Ave.  
**Kenora P9N 1A8**  
 807-468-5585  
 If long distance  
 ask operator for Zenith 50960  
 (Thunder Bay Sub-Office)

145 Wilson Ave.  
**Timmins P4N 2T2**  
 705-264-9455  
 If long distance  
 ask operator for Zenith 98395  
 (Cochrane, Timiskaming)

2221 Yonge St.  
**Toronto M4S 2B4**  
 416-486-6300  
 (City of Toronto)

7 Overlea Blvd.  
**Toronto M4H 1A8**  
 416-423-1240  
 (Scarborough, East York)

4 Eva Rd.  
**Toronto (Etobicoke) M9C 2A8**  
 416-621-9400  
 (Etobicoke, York)

P.O. Box 520  
 80 Division St.  
**Trenton K8V 5R7**  
 613-392-2501  
 If long distance  
 ask operator for Zenith 48660  
 (Northumberland, Hastings, Prince  
 Edward)

605 Rossland Rd. E.  
**Whitby L1N 5S1**  
 416-668-9351  
 If long distance  
 ask operator for Zenith 67140  
 (Durham)

250 Windsor Ave.  
**Windsor N9A 6V9**  
 519-254-3771  
 If long distance  
 ask operator for Zenith 58120  
 (Essex)

#### SPECIAL PROPERTIES BRANCH

REVENUE 20

33 King St. W.  
**Oshawa L1H 8H5**  
 416-433-5700

This branch provides valuation expertise and advice to regional **assessment** offices on properties of all types. It also undertakes the defence of complex assessments under judicial appeal and develops assessment valuation procedures and techniques.

#### PROVINCE OF ONTARIO SAVINGS OFFICE

#### PROVINCE OF ONTARIO SAVINGS OFFICE

REVENUE 21

The Province of Ontario Savings Office (**POSO**), established in 1921, operates twenty-one branches in fifteen Ontario communities which provide **banking** services to the public. Deposits received by POSO from the public are carried in individual accounts which pay competitive interest rates with free chequing privileges. Other financial services such as safety deposit boxes, travellers' cheques, money orders and the purchase and sale of securities are available. Offices across Ontario are listed alphabetically by community:

34-36 Talbot St.  
**Alymer N5H 1J7**  
 519-765-1286

153 Wyndham St. N.  
**Guelph N1H 4E9**  
 519-821-2101

138 Dalhousie St.  
**Brantford N3T 2J3**  
 519-753-4131

King and Bay Sts., Jackson Square  
**Hamilton L8P 1A1**  
 416-528-6391



318 Ottawa St. N.  
**Hamilton L8H 4A1**  
 416-547-6202

353 Richmond St.  
**London N6A 3C2**  
 519-432-1197

171 Sparks St.  
**Ottawa K1P 5B9**  
 613-566-3700

825 Second Ave. E.  
**Owen Sound N4K 5P3**  
 519-376-6025

40 Pembroke St. W.  
**Pembroke K8A 6X3**  
 613-732-7821

49 Main St. S.  
**Seaforth N0K 1W0**  
 519-527-0210

106 King St.  
**St. Catharines L2R 6W8**  
 416-688-4661

134 Queen St.  
**St. Marys N0M 2V0**  
 519-284-2260

328 Bay St.  
**Toronto M5H 2S7**  
 416-363-7282

597 Danforth Ave.  
**Toronto M4K 1N2**  
 416-463-1117

2035 Danforth Ave.  
**Toronto M4C 1J8**  
 416-698-8320

Queen's Park, Rm. M1-40  
 Macdonald Block  
**Toronto M7A 2A9**  
 416-965-1785

112 St. Clair Ave. W.  
**Toronto M4V 2Y3**  
 416-925-3887

439 University Ave.  
**Toronto M5G 1Y8**  
 416-965-3891

236 Durham St.  
**Walkerton N0G 2V0**  
 519-881-3321

372 Ouellette Ave.  
**Windsor N9A 1A6**  
 519-254-4324

396 Dundas St.  
**Woodstock N4S 1B7**  
 519-537-8194

## ACTS

### ACTS

### REVENUE 22

The following is a list of Acts administered by the Ministry of Revenue. For information on which branches administer the Acts, see the Key Word Index or contact this Ministry's legal service branch or information/communications branch.

Agricultural Development Finance Act

Assessment Act

City of Toronto 1981 Assessment Complaints Act, 1982

Corporations Tax Act

Fuel Tax Act, 1981 (in force Sept. 1, 1982)

Gasoline Tax Act

Income Tax Act

Land Transfer Tax Act

Ministry of Revenue Act

Motor Vehicle Fuel Tax Act (see Fuel Tax Act, 1981)

Ontario Guaranteed Annual Income Act

Ontario Pensioners Property Tax Assistance Act

Provincial Land Tax Act

Race Tracks Tax Act

Retail Sales Tax Act

Small Business Development Corporations Act

Succession Duty Act Supplementary Provisions Act, 1980

Tobacco Tax Act



## MINISTRY OF THE SOLICITOR GENERAL

25 Grosvenor St.  
Toronto M7A 1Y6

The Ministry of the Solicitor General was created in 1972 by the Ministry of the Solicitor General Act, 1972. It is responsible for law enforcement and public safety in Ontario. Its programs include supervision of the Ontario Provincial Police, the Ontario Police Commission, the Ontario Police Arbitration Commission, the Chief Coroner's Office, the Centre of Forensic Sciences, the Office of the Fire Marshal, Forensic Pathology, and Emergency Measures.

### OFFICE OF THE DEPUTY MINISTER

#### EMERGENCY PLANNING OFFICE

SOL GEN 1

25 Grosvenor St., 1st Flr.  
Toronto M7A 1Y6  
416-965-6932

The Emergency Planning Office, under the office of the Deputy Solicitor General, became active in May, 1980. With the objective of coordinating emergency planning in Ontario, this office's functions include: providing advice to the Cabinet Committee on Emergency Planning; responsibility for tasks set forth in the Province of Ontario **Nuclear Contingency Off-site Plan**; coordinating the planning for those categories of emergency assigned to the Solicitor General; monitoring other provinces' emergency plans; facilitating inter-ministry/agency coordination in emergency planning and operations; liaison with and assistance to federal, provincial, municipal and private sector contributors meeting emergencies in Ontario; arranging for the loan of films/videotapes from Federal Study Centre; arranging attendance on emergency planning courses/seminars held at the Federal Study Centre in Arnprior, Ontario; processing applications/claims for funds made available by the Federal government for the purpose of emergency planning and preparedness under the **Joint Emergency Planning Programme (JEPP)**.

#### INTERNAL AUDIT BRANCH

SOL GEN 2

25 Grosvenor St., 11th Flr.  
Toronto M7A 1Y6  
416-965-5020

Internal Audit Branch is responsible for the Ministry's audit functions which include the review and appraisal of Ministry accounting, financial, and operational controls.

#### LEGAL BRANCH

SOL GEN 3

25 Grosvenor St., 11th Flr.  
Toronto M7A 1Y6  
416-965-3440

Legal Branch counsels the Ministry on legal matters, including the interpretation of statutes and regulations and the preparation and review of proposed legislation, regulations and other legal documents. It supplies the Ministry with general legal services such as preparing litigation, the settlement of claims, acting at court hearings, etc.. The Legal Branch is responsible to the Attorney General's Office.

LEGAL BRANCH  
RETAIL BUSINESS HOLIDAYS ACT  
416-922-5450

SOL GEN 4

The **Retail Business Holidays Act** (commonly referred to as the 'store closing law') came into force Jan. 1, 1976 to provide for common days of rest on which retailing is kept to a minimum and leisure time activity is encouraged. It requires Ontario retail **business** establishments to close each Sunday, New Year's Day, Good Friday, Victoria Day, Dominion Day, Labour Day, Thanksgiving Day, Christmas Day and Boxing Day. Certain business establishments are exempt. The law is enforced by the police. Telephone number 922-5450 provides recorded information on the Act. If faced with a legal problem or in order to get an authoritative interpretation of the law, refer to the Act or consult a lawyer. The Act is available from the Ontario Government Bookstore, 880 Bay St., Toronto, 965-2054 (see entry MGS 30). An explanatory pamphlet is also available by writing to: Store Closing Law, 25 Grosvenor St., 11th Floor, Toronto, Ontario M7A 1Y6.

### ADMINISTRATION DIVISION

FINANCIAL SERVICES BRANCH  
25 Grosvenor St., 12th Flr.  
Toronto M7A 1Y6  
416-965-8446

SOL GEN 5

In addition to a complete range of financial services and accounting functions, the branch provides the Ministry with administrative services.

Accounting functions include payroll and expense account services, accounts payable, control and recording of ministry expenditures and revenues and financial liaison with Management Board of Cabinet, the Provincial Auditor, and other government ministries and agencies. A financial consulting service is provided to operational programs of the Ministry.

Administrative services include purchasing of goods and services, printing and duplicating, mail and transportation services and assets management.

PERSONNEL SERVICES BRANCH  
25 Grosvenor St., 1st Flr.  
Toronto M7A 1Y6  
416-965-6784

SOL GEN 6

Personnel Services Branch performs the personnel functions for the Ministry with the exception of Ontario Provincial Police (OPP) uniformed recruitment, uniformed staff development and staff relations with the Ontario Provincial Police Association (OPPA) which is the responsibility of the OPP Career Management Branch. The Personnel Services Branch may be reached at 965-8404 for the following services: civilian recruitment, classification (all), documentation (all), staff relations (civilian). For other functions contact 965-6784. The branch works mainly in an advisory capacity with line managers who have primary responsibility for personnel matters within their units. It is responsible for the establishment of ministry personnel policies and procedures, the establishment of appropriate classification and compensation levels for all ministry employees, staff recruitment, employee counselling, the investigation of employee grievances, and all matters affecting working conditions and performance. Personnel Services Branch maintains the Ministry's personnel and employee benefit records. It also provides liaison between



the Ministry and the Civil Service Commission, Management Board of Cabinet, and the Ontario Public Service Employees Union (OPSEU).

#### PLANNING AND EVALUATION BRANCH

SOL GEN 7

25 Grosvenor St., 11th Flr.

Toronto M7A 1Y6

The Analysis and Planning Section (965-5126) facilitates the continuing development, maintenance and evaluation of factual information and assists in ministry program decision-making. A quarterly management report monitors performance and systems information.

Management Systems Services (965-5127) provides systems support, development, programming, consulting and coordinating services to the Administration and Public Safety Divisions of the Ministry.

#### PUBLIC SAFETY DIVISION

##### CENTRE OF FORENSIC SCIENCES

SOL GEN 8

25 Grosvenor St., 2nd Flr.

Toronto M7A 2G8

416-965-2561

The Centre of Forensic Sciences prepares legally admissible evidence for law enforcement officers, attorneys, coroners, etc., by means of scientific examination of physical objects and materials. Supervises Ontario's breath testing program and is responsible for the acquisition and maintenance of **breathalyzers** and the training of operators (965-9507). Maintains a **library** and provides **educational** programs and materials for persons and agencies using **forensic** science services.

##### FIRE MARSHAL'S OFFICE ADMINISTRATIVE SERVICES

SOL GEN 9

590 Keele St.

Toronto M6N 4X2

416-965-4868

The Administrative Services Section provides effective administrative support services in the areas of financial management, personnel and purchasing. The section prepares and coordinates the budget for fourteen cost centres within Fire Safety Services. It also coordinates the requisitioning, placement and retirement of all **vehicles** for the Office of the Fire Marshal and controls the maintenance of all related vehicle records. The OFM fleet presently consists of 186 vehicles which includes fire fighting **vehicles**.

Other services include inventory control, requisition for stationery, supplies and equipment as well as the provision of mail sorting, stockroom and shipping facilities. The section is also responsible for the preparation and distribution of information concerning the location of licensed users of **radioactive** material in Ontario.

**FIRE MARSHAL'S OFFICE  
FIRE INVESTIGATION SERVICES**

590 Keele St.  
Toronto M6N 4X2  
416-965-4861

SOL GEN 10

Fire Investigation Services investigates the causes of **fires** in which there has been a **death** or large loss, a possibility of **arson**, or a **gaseous** explosion. Assists Crown attorneys and coroners dealing with these matters. Fire Investigators can be called directly for fire investigations; their telephone numbers and the areas they serve are listed below. If a fire investigator is not available, notify senior fire investigators at the Toronto office above during normal business hours. If investigators are required between 1700 hours on Friday and 0800 hours on Monday and on statutory holidays, requests should be directed to **Regional Dispatch Centres** as listed below:

*District No. 1 Cottam*  
519-839-5177  
Weekends & Holidays  
Regional Dispatch Centre  
Chatham Fire Department  
519-352-3660  
(County of Essex)

*District No. 2 Chatham*  
519-351-2082  
Weekends & Holidays  
Regional Dispatch Centre  
Chatham Fire Department  
519-352-3660  
(County of Kent)

*District No. 3 Ingersoll*  
519-485-5676  
Weekends & Holidays  
Regional Dispatch Centre  
Chatham Fire Department  
519-352-3660  
(Counties of Elgin, Middlesex  
and Oxford)

*District No. 4 Hamilton*  
416-388-6178  
Weekends & Holidays  
Regional Dispatch Centre  
Hamilton Fire Department  
416-522-1313  
(Brant County, the Region of  
Haldimand-Norfolk and the  
Region of Halton)

*District No. 5 Hamilton*  
416-383-0156  
Weekends & Holidays  
Regional Dispatch Centre  
Hamilton Fire Department  
416-522-1313  
(City of Hamilton)

*District No. 6 Beamsville*  
416-563-4674  
Weekends & Holidays  
Regional Dispatch Centre  
Hamilton Fire Department  
416-522-1313  
(Region of Niagara west of  
Regional Road #24 and the  
Region of Hamilton-Wentworth  
outside city of Hamilton)

*District No. 7 St. Catharines*  
416-937-5099  
Weekends & Holidays  
Regional Dispatch Centre  
Hamilton Fire Department  
416-522-1313  
(Region of Niagara east of  
Regional Road #24)

*District No. 8 Guelph*  
519-824-5406  
Weekends & Holidays



Regional Dispatch Centre  
Town of Vaughan Fire Dept.  
416-832-2281 Ext. 30  
(Region of Waterloo, Wellington  
County south of No. 9 Highway)

*District No. 9 Mount Forest*  
519-323-4678

Weekends & Holidays  
Regional Dispatch Centre  
City of Chatham Fire Dept.  
519-352-3660  
(Counties of Huron, Bruce, Grey,  
Perth, Lambton and Wellington north  
of No. 9 Highway)

*District No. 10 Newmarket*  
416-898-2977

Weekends & Holidays  
Regional Dispatch Centre  
Town of Vaughan Fire Dept.  
416-832-2281 Ext. 30  
(Region of York, County of Simcoe  
south of a line from Balm Beach to  
Coldwater on No. 12 Highway,  
excluding city of Orillia)

*District No. 11 Scarborough*  
416-284-6524

Weekends & Holidays  
Regional Dispatch Centre  
Town of Vaughan Fire Dept.  
416-832-2281 Ext. 30  
(Region of Durham, Victoria  
and Peterborough Counties)

*District No. 12 Frankford*  
613-398-7508

Weekends & Holidays  
Regional Dispatch Centre  
Kingston Fire Department  
613-548-4001  
(Counties of Northumberland,  
Hastings, Lennox and Addington,  
Prince Edward and Renfrew)

*District No. 13 Brockville*  
613-342-5061

Weekends & Holidays

Regional Dispatch Centre  
Kingston Fire Department  
613-548-4001  
(Counties of Frontenac, Lanark,  
Leeds and Grenville including  
the Town of Arnprior)

*District No. 14 Cornwall*  
613-528-4576

Weekends & Holidays  
Regional Dispatch Centre  
Kingston Fire Department  
613-548-4001  
(Counties of Prescott & Russell  
and Stormont, Dundas and Glengarry)

*District No. 15 Ottawa*  
613-257-2100

Weekends & Holidays  
Regional Dispatch Centre  
Kingston Fire Department  
613-548-4001  
(Region of Ottawa-Carleton)

*District No. 16 Bracebridge*  
705-645-9122

Weekends & Holidays  
Regional Dispatch Centre  
Sudbury Fire Department  
705-674-8160  
(Simcoe County north of a line  
from Balm Beach to Coldwater on  
No. 12 Highway including the City  
of Orillia. Districts of Muskoka,  
Parry Sound, Haliburton and  
Nipissing south of Highway No. 17)

*District No. 17 Espanola*  
705-869-4412

Weekends & Holidays  
Regional Dispatch Centre  
Sudbury Fire Department  
705-674-8160  
(District of Nipissing, north of Highway  
17,  
Manitoulin, and Sudbury, south of  
Highway 560 including the Region of  
Sudbury)

*District No. 18 Sault Ste. Marie*

705-949-7086

Weekends & Holidays

Regional Dispatch Centre

Sudbury Fire Department

705-674-8160

(District of Algoma)

*District No. 19 Thunder Bay*

807-577-2266

Weekends & Holidays

Regional Dispatch Centre

Sudbury Fire Department

705-674-8160

(Districts of Thunder Bay,  
Rainy River and Kenora)

*District No. 22 Timmins*

705-267-4967

Weekends & Holidays

Regional Dispatch Centre

Sudbury Fire Department

705-674-8160

(Districts of Cochrane and Timiskaming,  
and Sudbury north of Highway 560)

*District No. 20 City of Toronto*

Fire Investigators:

R. Chalmers 271-1761

P. Heyerhoff 279-0524

T. Murray 745-1968

I. Renn 622-5338

Weekends & Holidays

Central Dispatch

Toronto Fire Department

416-363-2138

*District No. 21 City of*

*North York, Boroughs of*

*Scarborough, East York, York,*

*Etobicoke and the Region of Peel*

Fire Investigators:

E. Blough 846-3329

L. Boucher 661-7210

T. Dewhurst 453-3816

D. Prowse 851-3384

Central Dispatch

Etobicoke Fire Department

416-233-5838

FIRE MARSHAL'S OFFICE

ONTARIO FIRE COLLEGE

P.O. Box 850

Gravenhurst P0C 1G0

705-687-2294

SOL GEN 11

Ontario Fire College offers in-residence courses of study for **municipal fire** department officers in fire protection technology. Together with the Fire Marshal's Office, Fire Advisory Services (see SOL GEN 15), it conducts regional training for municipal fire fighters in the basic skills of fire prevention and fire fighting. It also provides curriculum assistance to county mutual fire aid associations in the development of their fire fighter training programs.

FIRE MARSHAL'S OFFICE

TECHNICAL AND RESEARCH SERVICES

590 Keele St.

Toronto M6N 4X2

416-965-4855

SOL GEN 12

Technical and Research Services provides technical support related to investigation of fires, and **research** oriented towards determining causes of fire. Provides advice on **fire** prevention and protection problems and participates in preparation of codes and standards dealing with fire safety. Issues **licences** to installers of **lightning rods** and inspects these installations.



FIRE MARSHAL'S OFFICE  
CONSULTING SERVICES

SOL GEN 13

8 York St., 3rd Flr.  
Toronto M7A 2H2  
416-965-4851

Consulting Services advise ministries and agencies and participate in the development of fire legislation standards. Assess results of product tests for fire safety. Approve plans for government-funded buildings, including institutions and hotels. Administer the Ontario Fire Code Regulation 730/81 made under the Fire Marshals Act. Advise the public, architects and engineers, municipal officials including fire departments, on fire prevention and fire prevention matters.

FIRE MARSHAL'S OFFICE  
HOTEL FIRE SAFETY SERVICES

SOL GEN 14

8 York St.  
Toronto M7A 2H2  
416-963-1982

Inspects hotels for fire safety under the Hotel Fire Safety Act and Regulations. There are about 80 regional offices located throughout the Province. For information call the head office in Toronto at the above number.

FIRE MARSHAL'S OFFICE  
FIRE ADVISORY SERVICES

SOL GEN 15

590 Keele St.  
Toronto M6N 4X2  
416-965-4858

Fire Advisory Service assists municipalities in establishing municipal fire departments, conducts fire protection surveys of municipalities and makes recommendations to municipal councils to improve the standards of fire prevention and fire fighting services. Prepares fire fighting equipment specifications, assists fire departments in developing and improving their fire prevention and fire training programs. Establishes, develops and monitors Northern Ontario fire protection programs. Develops related statistics.

Fire Advisory Services also administers the Provincial Auto Extrication Grant Program for the purpose of assisting municipalities to purchase equipment used to rescue victims of traffic accidents.

*Headquarters*  
590 Keele St.  
Toronto M6N 4X2  
416-965-4858  
(Regions of Durham, York  
Halton, Peel  
and Metro Toronto)

*Belleville District*  
252 College St. W.,  
Belleville K8P 2H5  
613-962-6391  
(Counties of Frontenac, Northumberland  
Prince Edward Hastings,  
and Lennox and Addington)

*Chatham District*

169 Forest St.,  
**Chatham N7L 2A7**  
519-676-2441

(Counties of Lambton, Essex  
and Kent)

*Dryden District*

58 Ingall Dr.  
**Dryden P8N 3B7**  
807-223-4757

(Kenora District plus Northwest  
portion of Thunder Bay District)

*Haileybury District*

378 Marcella St.  
**Haileybury P0J 1K0**  
416-965-4858 (Toronto Number)  
(Districts of Cochrane  
and Timiskaming)

*Kitchener District*

295 Creighton Court  
**Waterloo N2K 1W5**  
519-885-5727  
(Counties of Wellington,  
Oxford and the Waterloo Region)

*London District*

322 Admiral Dr.  
**London N5V 1J1**  
519-452-3050  
(Counties of Middlesex, Elgin,  
Perth and Huron)

*Niagara District*

65 Nello St.  
**St. Catharines L2N 1G5**  
416-934-6147  
(Regions of Niagara, Haldimand-Norfolk,  
Hamilton-Wentworth and  
Brant County)

*North Bay District*

337 Leonard St.  
**North Bay P1B 5K5**  
705-472-5003  
(Districts of Nipissing  
and Parry Sound)

*Orillia District*

14 Dalton Cres. N.  
**Orillia L3V 5J5**  
705-325-8204  
(Simcoe County and District  
Municipality of Muskoka)

*Ottawa District*

349 Montgomery St.  
**Vanier K1L 7X1**  
613-749-4401  
(Ottawa-Carleton Region, United  
Counties of Prescott & Russell  
and Stormont, Dundas & Glengarry)

*Owen Sound District*

R.R. #2  
**Kemble N0H 1S0**  
519-371-4311  
(Counties of Grey, Bruce  
and Dufferin)

*Pembroke District*

3 Mary St.  
**Petawawa K8H 3C6**  
613-687-8412  
(Counties of Renfrew, Lennox and  
Addington and District of  
Nipissing)

*Perth District*

39 George Ave.  
**Perth K7H 2Z1**  
613-267-3960  
(Lanark County and United  
Counties of Leeds & Grenville)

*Peterborough District*

Fairbairn St., R.R. #2  
**Peterborough K9J 6X3**  
705-748-5062  
(Counties of Peterborough, Victoria  
and Haliburton)

*Rainy River District*

22 Hill St. S.  
**Thunder Bay P7B 3T5**  
807-344-4687  
(Rainy River District and a  
portion of the Thunder Bay District)



*Sault Ste. Marie District*

219 Doncaster Rd.

**Sault Ste. Marie**

705-253-9073

(District of Algoma and North-Western  
Sudbury)*Thunder Bay District*

408 Kingsway

**Thunder Bay P7E 2A7**

807-623-8981

(Thunder Bay District)

*Sudbury District*

34 Manchester Cres.

**Sudbury P3A 5H5**

416-965-4858 (Toronto Number)

(Sudbury District & Region and  
Manitoulin District)**FIRE MARSHAL'S OFFICE****SOL GEN 16****PUBLIC INFORMATION**

590 Keele St.

Toronto M6N 4X2

416-965-4871

The Public Information Section provides information service on **fire** prevention and public **safety**. Releases articles and information to the news media. Supplies **municipal** fire departments with technical, legal and educational publications for public distribution. Publishes fire loss **statistics**. Provides **films** and **audio-visual** materials.

**FIRE MARSHAL'S OFFICE****SOL GEN 17****STATISTICAL SERVICES**

590 Keele St.

Toronto M6N 4X2

416-965-5524

Statistical Services compiles information from approximately ten thousand occurrence reports received each month from all the fire departments in Ontario. The reports are comprised of fire, vehicles, response and casualty reports. This information is keyed and transmitted each month to a central **computer** system. The system provides **statistical** and investigation information to fire investigators, insurance companies, other government agencies, news media, private companies and all fire departments in Ontario. The data is also used to compile the '**Fire Losses in Ontario**' published annually.

**FORENSIC PATHOLOGY BRANCH****SOL GEN 18**

26 Grenville St.

Toronto M7A 2G9

416-965-1554

The Forensic Pathology Branch assists in determining the cause of **deaths** in unusual circumstances and in unveiling concealed homicides through **autopsies**, biological and other techniques of **forensic** science. Supervises regional pathologists (who are not necessarily employed by the government but are called upon by coroners when necessary to perform forensic investigations). Supports pathologists' and law enforcement officers' continuing **education** in legal medicine and investigations of sudden deaths.

## OFFICE OF THE CHIEF CORONER

SOL GEN 19

26 Grenville St., 2nd Flr.  
 Toronto M7A 2G9  
 416-965-6678

**Coroners** investigate sudden and unexpected **deaths**; inform the public about prevention of similar deaths; order **autopsies** for medico-legal reasons; conduct **inquests**; sign certificates for **cremation** and for **shipment of bodies** out of Ontario. The office administers the **Human Tissue Gift Act** and the **Anatomy Act** (concerning donation of bodies or parts of bodies for transplants, medical education or scientific research). Adults may give consent by signing donor section of **driver's licence** or donor card available from the Office of the Chief Coroner; orally, during last illness, in presence of at least two witnesses; or in writing. The office inspects **schools** of anatomy in Ontario and supplies them with donated or unclaimed bodies. Contact Office of the Chief Coroner listed above or regional coroners listed below.

*Regional Coroner*

P. O. Box 2297  
**Orillia L3V 6S2**  
 705-326-8400  
 (South Georgian Bay Region)

*Regional Coroner*

275 Ontario St., Ste. 402  
**Kingston K7K 2X5**  
 613-547-2266  
 (Eastern Region)

*Regional Coroner*

P. O. Box 580  
**St. Catharines L2R 6W8**  
 416-682-9209  
 (Niagara Region)

*Regional Coroner*

16 Sequin St., Ste. 9  
**Parry Sound P2A 1B1**  
 705-746-2123  
 (Algonquin Region)

*Regional Coroner*

P. O. Box 604  
**Sarnia N7T 7J4**  
 519-344-1180  
 (Southwestern Region)

*Regional Coroner*

477 Queen St. E.  
**Sault Ste. Marie P6A 1Z5**  
 705-253-4530  
 (Northeastern Region)

*Regional Coroner*

26 Grenville St.  
**Toronto M7A 2G9**  
 416-965-6678  
 (Central and Metro Toronto Region)

*Regional Coroner*

Box 3000  
**Dryden P8N 3B3**  
 807-223-6956  
 (Northwestern Region)

OFFICE OF THE COMMISSIONER  
ONTARIO PROVINCIAL POLICEPROFESSIONAL STANDARDS BRANCH  
ONTARIO PROVINCIAL POLICE

SOL GEN 20

90 Harbour St.  
 Toronto M7A 2S1  
 416-965-4406

The Professional Standards Branch assists the Commissioner in his administration of internal **employee** issues, discipline procedures, and the resolution of **public complaints** as



they relate to all Ontario Provincial Police employees, auxiliary **police** members and Indian reserve special constables. The branch investigates criminal and **Police Act** offenses and prepares Police Act **trials**. Also administers the OPP honours and **awards** program. Reviews and distributes legislative publications.

#### PROGRAM AUDIT AND EVALUATION BRANCH

SOL GEN 21

##### ONTARIO PROVINCIAL POLICE

90 Harbour St.  
Toronto M7A 2S1  
416-965-4434

The Program Audit and Evaluation Branch conducts comprehensive **audits** of the programs and activities of the Ontario Provincial Police (OPP) to ensure that the requirements of **Police Orders** and internal policy guidelines are adhered to. The branch also undertakes special studies and assignments.

#### DEPUTY COMMISSIONER - ADMINISTRATION PERSONNEL MANAGEMENT DIVISION

#### CAREER MANAGEMENT BRANCH

SOL GEN 22

##### ONTARIO PROVINCIAL POLICE

90 Harbour St.  
Toronto M7A 2S1  
416-965-4468

Administers **personnel** services to the Ontario Provincial Police (OPP) such as: uniformed personnel recruitment, manpower administration, staff development, staff relations and counselling services. The Manpower Administration Section (965-8120) provides uniformed staff recruitment, manpower deployment and statistics, and uniformed staff personnel records. The Career Planning Section (965-4468) provides staff development, management training courses, a central **library** for staff use, promotional process-performance reviews and position description maintenance. Staff Relations Section (965-8406) provides services to OPP staff and families, counselling for employees with various problems which affect performance, and liaison with **Ontario Provincial Police Association**.

#### TRAINING BRANCH PROVINCIAL POLICE ACADEMY

SOL GEN 23

Queen St. W. & McLaughlin Rd. S.  
P.O. Box 266  
Brampton L6V 2L1  
416-459-4193

The Training Branch provides **police** training courses for Ontario Provincial Police (OPP) force members at all levels including recruit, advanced law enforcement and in-service lectures for field personnel. The branch offers a variety of specialized training courses on tactics, marine, search and rescue, scuba, and rescue and crowd management. Coordinates the attendance of all members including attendance at courses conducted by other agencies.

## SUPPLY DIVISION

TRANSPORT BRANCH  
ONTARIO PROVINCIAL POLICE  
90 Harbour St.  
Toronto M7A 2S1  
416-965-4477

SOL GEN 24

Provides and maintains the mobile equipment to meet Ontario Provincial Police (OPP) **transportation** needs. There is a branch garage at the OPP district headquarters in Thunder Bay (807-344-8421) and another in Kenora (807-468-8971). OPP district headquarters are listed under the OPP Field Districts entry, SOL GEN 44.

QUARTERMASTER STORES BRANCH  
ONTARIO PROVINCIAL POLICE  
90 Harbour St.  
Toronto M7A 2S1  
416-965-4485

SOL GEN 25

The branch is responsible for stocking and distributing uniform and equipment items as well as forms used by the Ontario Provincial Police (OPP), the **Ontario Government Protective Service**, Native peoples policing and auxiliary **police**. Maintains a repository for **weapons** seized by police forces throughout the Province which have been cleared by the courts for disposal. Ontario Provincial Police district headquarters are listed under the OPP Field Districts entry, SOL GEN 44.

PROPERTIES BRANCH  
ONTARIO PROVINCIAL POLICE  
90 Harbour St.  
Toronto M7A 2S1  
416-965-3931

SOL GEN 26

Provides coordinating services to all agencies within the Ministry for **buildings, properties**, leasing and parking requirements.

RECORDS MANAGEMENT BRANCH  
ONTARIO PROVINCIAL POLICE  
90 Harbour St.  
Toronto M7A 2S1  
416-965-4456

SOL GEN 27

Records Management Branch maintains Ontario Provincial Police (OPP) major occurrences and administrative files and provides varityping, printing and mail services for the OPP. The **Crime Index Unit** records and disseminates data on criminal activities and criminals to assist in identifying perpetrators of unsolved crime. The **Photographic Laboratory** maintains a complete graphic arts and **photographic** service for the OPP; is a resource centre for photographic equipment testing and evaluation of materials; operates an automated colour processing laboratory for the OPP; produces **audio visual** programs for the OPP and other ministries; and provides a drafting and design service. On behalf of the Ontario Police Commission, the **Suspension Control Centre** is housed within the Records Management Branch. This centre provides driver licence suspension information to police forces within the Province.



**PLANNING AND TECHNOLOGY DIVISION****POLICY AND PLANNING BRANCH  
ONTARIO PROVINCIAL POLICE**

SOL GEN 28

90 Harbour St.  
Toronto M7A 2S1  
416-965-2542

The Policy and Planning Branch provides management, operational research and developmental support to Ontario Provincial Police (OPP) management and the Ministry in the areas of policy and procedures, manual systems, records storage and maintenance, and **statistical** analysis.

**COMPUTER SERVICES BRANCH  
ONTARIO PROVINCIAL POLICE**

SOL GEN 29

90 Harbour St.  
Toronto M7A 2S1  
416-965-2638

The Computer Services Branch develops, maintains and operates computer services for Ontario Police Agencies.

**TELECOMMUNICATIONS BRANCH  
ONTARIO PROVINCIAL POLICE**

SOL GEN 30

90 Harbour St.  
Toronto M7A 2S1  
416-965-4445

Telecommunications Branch provides a **communications** system to the Ontario Provincial Police (OPP) by the operation of the OPP **radio** system, an OPP-wide teletype network, **Canadian Police Information Centre (CPIC)** computer terminals (965-4773) and the **Police Automated Registration Information System (PARIS)**. The branch is responsible for the proper maintenance and auditing of these systems, for maintenance and improvement of the radio system and for the procurement and maintenance of radar **speed** metering equipment. Coordinates all **telephone** requirements.

**DEPUTY COMMISSIONER - INVESTIGATIONS  
INVESTIGATION DIVISION****ANTI-RACKETS BRANCH  
ONTARIO PROVINCIAL POLICE**

SOL GEN 31

90 Harbour St.  
Toronto M7A 2S1  
416-965-8117

Provides assistance to all police forces and government agencies in Ontario on investigations relating to white collar **crime**, frauds, rackets, schemes, **counterfeiting** and forgery. District headquarters and detachments are listed under the OPP Field Districts entry, SOL GEN 44.

CRIMINAL INVESTIGATION BRANCH  
ONTARIO PROVINCIAL POLICE  
90 Harbour St.  
Toronto M7A 2S1  
416-965-8105

SOL GEN 32

Provides assistance to all **police** forces in Ontario and to other Ontario government agencies in the investigation of serious **criminal** activities. District headquarters and detachments are listed under OPP Field Districts entry, SOL GEN 44.

SPECIAL INVESTIGATIONS BRANCH  
ONTARIO PROVINCIAL POLICE  
90 Harbour St.  
Toronto M7A 2S1  
416-965-8114

SOL GEN 33

The branch provides assistance to Crown attorneys and law enforcement agencies including Chiefs of Police and other government agencies. Drug Enforcement Section (965-8114) conducts investigations concerning the suppression of illegal **drugs**. Field Drug Units are located in: Kenora 807-468-9157; Kingston 613-546-6621; London 519-455-4311; North Bay 705-476-4279. General Assignment Section (965-8114) liaises with the Liquor Licence Board, Liquor Control Board and Lotteries Branch of the Ministry of Consumer and Commercial Relations, and investigates improprieties in thoroughbred and standardbred **horse racing**. The branch is involved with control of **pornography** (965-1736). Auto Theft Section (965-8049) conducts investigations concerning all thefts of **motor vehicles** including organized vehicle theft rings and expert vehicular (or parts) identification. District Headquarters and Detachments are listed under the OPP Field Districts entry, SOL GEN 44.

## INVESTIGATION SUPPORT DIVISION

INTELLIGENCE BRANCH  
ONTARIO PROVINCIAL POLICE  
90 Harbour St.  
Toronto M7A 2S1  
416-965-8108

SOL GEN 34

The Intelligence Branch collects and disseminates police information relating to organized **crime**. District headquarters and detachments are listed under the OPP Field Districts entry, SOL GEN 44.

SECURITY BRANCH  
ONTARIO PROVINCIAL POLICE  
90 Harbour St.  
Toronto M7A 2S1  
416-965-8111

SOL GEN 35

The branch provides police security for top government officials and visiting dignitaries. Provides expertise on all aspects of physical **security** to Ontario government ministries. The **Ontario Government Protective Services** provides uniformed **security guards** to patrol Ontario Government **buildings** in Metro Toronto.



TECHNICAL SUPPORT BRANCH  
ONTARIO PROVINCIAL POLICE

SOL GEN 36

90 Harbour St.

Toronto M7A 2S1

416-965-6176 (General Inquiries)

416-965-6443 (Forensic Identification Services)

The branch provides operational support such as photographic, technical and physical surveillance, polygraph and **forensic** identification services to **criminal** investigations conducted by other branches and field units of the Ontario Provincial Police (OPP). These services are also provided to municipal police agencies on request. The **Forensic Identification Services Unit** provides a service to various branches of the OPP, field identification units and other law enforcement agencies in forensic identification and has an Argon ion laser for fingerprint detection.

REGISTRATION BRANCH

SOL GEN 37

PRIVATE INVESTIGATORS, SECURITY GUARDS

ONTARIO PROVINCIAL POLICE

125 Lakeshore Blvd. E.

Toronto M5E 1A5

416-965-5814

The Registrar of Private Investigators and Security Guards investigates and approves the **licensing** of agencies that provide the services of **private investigators** and **security guards**. Issues licences to agency employees to act as private investigators or security guards. Ontario Provincial Police (OPP) district headquarters are listed under the OPP Field Districts entry, SOL GEN 44.

REGISTRATION BRANCH

SOL GEN 38

CHIEF PROVINCIAL FIREARMS OFFICER

ONTARIO PROVINCIAL POLICE

125 Lakeshore Blvd. E.

Toronto M5E 1A5

416-965-5525

The Chief Provincial Firearms Officer approves the issuing of **permits** to register and carry **firearms** in Ontario as outlined in the Criminal Code (Canada). This office represents the Solicitor General in all **firearms** matters. Its functions include administration of the **Firearms Business Permit System** (inspection and **licensing** of all **firearms business** outlets, i.e., selling or manufacturing **ammunition** and restricted and non-restricted weapons) and the **Firearms Acquisition Certificate System**, and inspection of **shooting clubs**. Permits and acquisition certificates are issued by municipal police forces in municipalities exceeding 15,000 in population. In smaller communities, contact the local Ontario Provincial Police (OPP) detachment (see list under the OPP Field Districts entry, SOL GEN 44).

**DEPUTY COMMISSIONER-FIELD  
FIELD SUPPORT DIVISION**

TRAFFIC PROGRAMS BRANCH  
ONTARIO PROVINCIAL POLICE  
90 Harbour St.  
Toronto M7A 2S1  
416-965-5444

SOL GEN 39

The Traffic Programs Branch enforces **vehicle traffic** laws. It investigates complaints and analyzes **motor vehicle accidents** from the point of view of traffic law enforcement to determine how to make **highways** safer. District headquarters and detachments are listed under the OPP Field Districts entry, SOL GEN 44. In case of an emergency, the OPP can be contacted through the telephone operator by asking for Zenith 50000.

COMMUNITY SERVICES BRANCH  
ONTARIO PROVINCIAL POLICE  
90 Harbour St.  
Toronto M7A 2S1  
416-965-4474

SOL GEN 40

Community Services Branch administers **crime** prevention and **safety** programs and provides public relations and information services for the Ontario Provincial Police (OPP) force. Program delivery is handled by the field offices listed under the Ministry of the Solicitor General OPP Field Districts entry, SOL GEN 44.

SPECIAL FIELD UNITS BRANCH  
ONTARIO PROVINCIAL POLICE  
90 Harbour St.  
Toronto M7A 2S1  
416-965-4400

SOL GEN 41

Special Field Units Branch administers the OPP **Auxiliary Police Program**. Members of the auxiliary are utilized to augment the regular force and to assist with regular police duties. Those interested may apply at the local Ontario Provincial Police (OPP) detachment. Requirements to become a member of the OPP Auxiliary are similar to those of the regular force. The branch monitors the training and operational aspects of regular force Tactics and Rescue Units, Canine Unit, Underwater Search and Recovery Unit, Marine Unit, Identification and Explosives Disposal Units, Helicopter Section, Pipe Band (OPP Pipes & Drums). Coordinates and liaises with OPP Training Branch on the selection of force **personnel** for specialized courses. Coordinates and liaises with the Ministry of Natural Resources on **flood** control advisory information. Ontario Provincial Police district headquarters and detachments are listed under the OPP Field Districts entry, SOL GEN 44.

INDIAN AND MUNICIPAL POLICING BRANCH  
ONTARIO PROVINCIAL POLICE  
90 Harbour St.  
Toronto M7A 2S1  
416-965-4308

SOL GEN 42

Indian and Municipal Policing Branch is responsible for **Native peoples policing** in Ontario. Programs include the appointments of special constables at the request of **Indian**



**Band Councils** to **police** their particular reserves. The Ontario Provincial Police (OPP) administers the training, salary and equipment of the special constables through the provisions of the **federal-provincial** cost-sharing agreement. Contracts are drawn up with **municipalities** which have opted for policing by the Ontario Provincial Police rather than maintaining their own force, and other related matters. District headquarters and detachments are listed in the OPP Field Districts entry, SOL GEN 44.

#### FIELD COORDINATION BRANCH ONTARIO PROVINCIAL POLICE

SOL GEN 43

90 Harbour St.  
Toronto M7A 2S1  
416-965-4890

The Field Coordination Branch provides a service of coordination and liaison for the Field Operations Division and the 16 districts. Responsibilities encompass: **manpower** deployment, staffing requirements for regular, duration and summer detachments, original postings and transfers; coordination of division, branch and district budget, purchasing and inventory procedures; provision of liaison in planning for disasters and emergency procedures; and the coordination of staffing for General Headquarters Operations Centre.

#### FIELD OPERATIONS DIVISION

#### FIELD DISTRICTS ONTARIO PROVINCIAL POLICE

SOL GEN 44

The Ontario Provincial Police (OPP) field operations are undertaken through 16 districts and 186 detachments listed below. The district commander is responsible for OPP activities within each district and heads an internal administration unit. Each district headquarters has **criminal**, **traffic** and identification units and a community services coordinator. With the exception of the community services coordinator, district headquarters personnel primarily provide internal supervision and support for the OPP detachments.

Detachment personnel provide enforcement and investigative policing services within their particular detachment area. In **emergencies**, the OPP can be contacted through the telephone operator by asking for Zenith 50000.

#### DISTRICT HEADQUARTERS

20 Rose St.  
Box 550  
**Barrie L4M 4T7**  
705-726-2220  
(District #7)

400 North Front St.  
Box 148  
**Belleville K8N 4Z9**  
613-968-5547  
(District #9)

1160 North Shore Blvd. E.  
Box 5021  
**Burlington L7R 3Y8**  
416-681-2591  
(District #3)

317 Queen St.  
Box 990  
**Chatham N7M 5L6**  
519-352-7660  
(District #1)

Highway 401 & Keele St.  
Box 327  
**Downsview M3M 3A6**  
416-248-3151  
(District #5)

222 Water St.  
Box 1080  
**Kenora P9N 3X7**  
807-468-3357  
(District #17)

823 Exeter Rd.  
Box 3143  
**London N6A 4J4**  
519-681-0851  
(District #2)

Mille Roches Rd.  
Box 430  
**Long Sault K0C 1P0**  
613-534-2209  
(District #11)

630 Main St. N.  
Box 250  
**Mount Forest N0G 2L0**  
519-323-4070  
(District #6)

Chippewa & Rose Ave.  
Box 686  
**North Bay P1B 8J8**  
705-476-5200  
(District #12)

75 Dufferin St.  
Box 160  
**Perth K7H 3E3**  
613-267-6780  
(District #10)

Highway 7  
Box 477  
**Peterborough K9J 6Z6**  
705-748-5522  
(District #8)

740 Great Northern Rd.  
Box 399  
**Sault Ste. Marie P6A 5M1**  
705-254-4361  
(District #14)

Highway 101  
Box 700  
**South Porcupine P0N 1H0**  
705-235-3255  
(District #15)

20 Young St. S.  
Box 666  
**Sudbury P3E 4R6**  
705-675-1361  
(District #13)

489 N. Algoma St.  
Box 3080  
**Thunder Bay P7B 5G5**  
807-344-0891  
(District #16)

#### DETACHMENTS

Box 965  
**Alliston L0M 1A0**  
705-435-5531

Box 640  
**Almonte K0A 1A0**  
613-256-2222

Box 23  
Malden Twp.  
**Amherstburg N9V 2Z2**  
519-736-3483

Loyalist Plaza  
3 Manitou Cres. W.  
**Amherstview K7N 1S3**  
613-389-8601

Box 10  
**Apsley K0L 1A0**  
705-656-4431



Box 10  
**Armstrong P0T 1A0**  
807-583-2394

Box 130  
**Atikokan P0T 1C0**  
807-597-2120

Box 281  
**Bala P0C 1A0**  
705-762-3304

Box 640  
**Bancroft K0L 1C0**  
613-332-2112

Box 550  
**Barrie L4M 4T7**  
705-726-6484

Beardmore  
**Beardmore P0T 1G0**  
807-875-2125

Box 860  
**Beaverton L0K 1A0**  
705-426-7366

Box 308  
**Belle River N0R 1A0**  
519-728-1810

Box 148  
**Belleville K8N 4Z9**  
613-968-6495

Box 387  
**Blenheim N0P 1A0**  
519-676-3300

Box 400  
**Blind River P0R 1B0**  
705-356-2244

Box 510  
**Bracebridge P0B 1C0**  
705-645-2211

Box 220  
**Bradford L0G 1C0**  
416-775-3326

Box 334  
10 Fairview Dr.  
**Brantford N3T 5N3**  
519-753-4161

Box 117  
**Brighton K0K 1H0**  
613-475-1313

Parkdale Ave.  
**Brockville K6V 5T6**  
613-345-1790

Box 514  
**Burk's Falls P0A 1C0**  
705-382-2015

Box 5021  
**Burlington L7R 3Y8**  
416-681-2511

Box 337  
**Casselman K0A 1M0**  
613-764-5415

Box 148  
**Cayuga N0A 1E0**  
416-772-3322

Box 70  
**Central Patricia P0V 3A0**  
807-928-2211

Box 250  
**Chapleau P0M 1K0**  
705-864-1715

Box 990  
**Chatham N7M 5L6**  
519-352-1122

Box 329  
**Coboconk K0M 1K0**  
705-454-3311

Box 8  
**Cobourg K9A 4K2**  
416-372-5421

Box 98  
**Cochrane P0L 1C0**  
705-272-4391

6 Lionel Ave.  
**Dowling P0M 1R0**  
705-855-4525

Box 327  
**Downsview M3M 3A6**  
416-248-3151

Box 550  
**Dryden P8N 2Z2**  
807-223-2221

General Delivery  
**Dubreuilville P0S 1B0**  
705-884-2862

Box 9  
**Dutton N0L 1J0**  
519-762-2833

**Ear Falls P0V 1T0**  
807-222-3112

Third St.  
**Elk Lake P0J 1G0**  
705-678-2226

Box 201  
**Elliot Lake P5A 2J7**  
705-848-2738

Box 189  
**Elmvale L0L 1P0**  
705-322-2424

Box 353  
**Emo P0W 1E0**  
807-482-2070

Fifth Ave., Box 1019  
**Englehart P0J 1H0**  
705-544-2233

Box 1123  
**Espanola P0P 1C0**  
705-869-1211

Box 910  
**Essex N8M 2Y2**  
519-776-5276

Box 1720  
**Exeter N0M 1S0**  
519-235-1300

Box 160  
**Foleyet P0N 1T0**  
705-899-2456

Box 130  
**Forest N0N 1J0**  
519-873-2349

Box 576  
**Gananoque K7G 2V1**  
613-382-2195

**Geraldton P0T 1M0**  
807-854-1333

Box 306  
**Glencoe N0L 1M0**  
519-287-2620

Box 6  
**Goderich N7A 3Y5**  
519-524-8314

Box 40  
**Gogama P0M 1W0**  
705-894-2345

Box 224  
**Gore Bay P0P 1H0**  
705-282-2621

General Delivery  
**Grassy Narrows P0X 1B0**  
807-925-2221

218 Bristol St.  
**Guelph N1H 3M4**  
519-822-7250



Box 458  
**Haileybury P0J 1K0**  
 705-672-3323

Box 305  
**Hawkesbury K6A 2R9**  
 613-632-2729

Box 608  
**Hearst P0L 1N0**  
 705-362-4245

Box 10  
**Hornepayne P0M 1Z0**  
 807-868-2315/19

Box 1056  
**Huntsville P0A 1K0**  
 705-789-5551

Box 158  
**Ignace P0T 1K0**  
 807-934-2265

Box 388  
**Iroquois Falls P0K 1E0**  
 705-232-4087

Box 10  
**Kakabeka Falls P0T 1W0**  
 807-577-4226

**Kaladar K0H 1Z0**  
 613-336-2244

Box 277  
**Kapuskasing P5N 2Y4**  
 705-335-2238

Box 160  
**Kemptville K0G 1J0**  
 613-258-3441

Box 1080  
**Kenora P9N 3X7**  
 807-468-8971

Box 119  
**Killaloe K0J 2A0**  
 613-757-2600

**Killarney P0M 2A0**  
 705-287-2881

295 Victoria St. S.  
**Kincardine N0G 2G0**  
 519-396-3341

Box 37, Stn. 'A'  
**Kingston K7M 6P9**  
 613-384-2400

504 Division Rd. N.  
 Gosfield South Twp.  
**Kingsville N9Y 2Y9**  
 519-733-2345

Box 246  
**Kirkland Lake P2N 3H7**  
 705-567-5355

Box 276  
**Kitchener N2G 3X9**  
 519-744-8131

Box 160  
**Lancaster K0C 1N0**  
 613-347-2449

21 Angeline St. N.  
**Lindsay K9V 5B7**  
 705-324-6741

Box 70  
**Lion's Head N0H 1W0**  
 519-793-3332

Box 160  
**Listowel N4W 3H2**  
 519-291-1414

Box 490  
**Little Current P0P 1K0**  
 705-368-2200

Box 3143  
**London N6A 4J4**  
 519-681-0300

Box 218  
**Longlac P0T 2A0**  
807-876-2248

Box 430  
**Long Sault K0C 1P0**  
613-534-2223

Box 269  
**Lucan N0M 2J0**  
519-227-4423

Box 490  
**Madoc K0K 2K0**  
613-473-4234

**Manitouwadge P0T 2C0**  
807-826-4641

Box 39  
**Manitowaning P0P 1N0**  
705-859-3155

Box 909  
**Manotick K0A 2N0**  
613-692-2525

Box 490  
**Marathon P0T 2E0**  
807-229-0220

Box 433  
**Markdale N0C 1H0**  
519-986-2211

Box 602  
**Matheson P0K 1N0**  
705-273-2213

770 John St.  
**Mattawa P0H 1V0**  
705-744-5503

Box 430  
**Maxville K0C 1T0**  
613-527-2124

Box 1028  
**Meaford N0H 1Y0**  
519-538-1220

Box 27  
**Merlin N0P 1W0**  
519-689-4254

Box 250  
**Midland L4R 4K8**  
705-526-3761

Box 130  
**Millbrook L0A 1G0**  
705-932-2913

203 Steeles Ave.  
**Milton L9T 1Y1**  
416-878-2307

Box 1  
**Minaki P0X 1J0**  
807-224-3341

Box 188  
**Mindemoya P0P 1S0**  
705-377-5386

Box 58  
**Minden K0M 2K0**  
705-286-1431

Box 278  
**Moosonee P0L 1Y0**  
705-336-2320

Box 667  
**Morrisburg K0C 1X0**  
613-543-2949

630 Main St. N.  
**Mount Forest N0G 2L0**  
519-323-3130

Box 119  
**Nakina P0T 2H0**  
807-329-5364

470 Centre St.  
**Napanee K7R 1P8**  
613-354-3369/2123



Box 8  
Nestor Falls P0X 1K0  
807-484-2190

Box 280  
Newcastle L0A 1H0  
416-987-4060

Box 358  
Niagara Falls L2E 6T8  
416-356-1311

Box 189  
Nipigon P0T 2J0  
807-887-2637

Box 96  
Noelville P0M 2N0  
705-898-2211

Box 686  
North Bay P1B 8J8  
705-472-4343

Box 390  
Oak Ridges L0G 1P0  
416-773-5281

Box 206  
Orillia L3V 6J3  
705-326-3536

Box 11-160, Stn. H  
Ottawa K2H 7T9  
613-828-9171

Box 486  
Owen Sound N4K 5P7  
519-376-3433

Box 67  
Parkhill N0M 2K0  
519-294-6242

Box 458  
35 Tudhope St.  
Parry Sound P2A 2X5  
705-746-4225

Box 185  
Pembroke K8A 6X3  
613-735-0188

Box 160  
Perth K7H 3E3  
613-267-2626

Box 477  
Peterborough K9J 6Z6  
705-742-0401

Box 400  
Petrolia N0N 1R0  
519-882-1011

Box 1490  
Picton K0K 2T0  
613-476-2151

Box 460  
Grand Bend  
Pinery Park N0M 1T0  
519-243-2735

Box 39  
Port Burwell N0J 1T0  
519-874-4433

49 S. Service Rd.  
Mississauga  
Port Credit L5G 2R8  
416-278-6131

Box 68  
Port Rowan N0E 1M0  
519-586-3526

Box 99  
Powassan P0H 1Z0  
705-724-2016

Box 399  
Prescott KOE 1T0  
613-925-4221

Box 10  
Rainy River P0W 1L0  
807-852-3972

Howey St.  
**Red Lake P0V 2M0**  
807-727-2418

532 Stewart St. N.  
**Renfrew K7V 1Y6**  
613-432-5811

Box 730  
**Ridgetown N0P 2C0**  
519-674-5496

350 Springfield Rd.  
**Rockcliffe Park K1M 0K7**  
613-749-9220

Box 520  
**Rockland K0A 3A0**  
613-446-5124

Box 149  
**Rolphon K0J 2H0**  
613-586-2283

Box 1057  
**St. Catharines L2R 7A3**  
416-684-7433

Box 173  
**St. Thomas N5P 3T7**  
519-631-2920

Box 399  
**Sault Ste. Marie P6A 5M1**  
705-254-1415

Box 400  
**Schreiber P0T 2S0**  
807-824-2333

Box 271  
**Seaforth N0K 1W0**  
519-527-0700

Box 38  
**Sebringville N0K 1X0**  
519-393-6123

R.R. 2  
Kaministiquia  
**Shabaqua P0T 1X0**  
807-933-4462

Box 220  
**Sharbot Lake K0H 2P0**  
613-279-2195

Box 519  
**Shelburne L0N 1S0**  
519-925-3838

Box 366  
**Simcoe N3Y 4L2**  
519-426-3434

Box 128  
**Sioux Lookout P0V 2T0**  
807-737-2020

Box 355  
**Sioux Narrows P0X 1N0**  
807-226-5211

Box 880  
**Smooth Rock Falls P0L 2B0**  
705-338-2711

Snelgrove  
**Snelgrove L0P 1M0**  
416-846-5644

Box 130  
**Sombra N0P 2H0**  
519-892-3404

Box 700  
**South Porcupine P0N 1H0**  
705-235-3345

Box 220  
**Spanish P0P 2A0**  
705-844-2424

Box 970  
**Stayner L0M 1S0**  
705-428-3134



Box 130, Britt  
**Still River P0G 1A0**  
 705-383-2231

Box 69  
**Strathroy N7G 3J1**  
 519-245-2323

Box 1000  
**Sturgeon Falls P0H 2G0**  
 705-753-2990

Box 666  
**Sudbury P3E 4R6**  
 705-675-1361

917 Lesperance Rd.  
**Tecumseh N8N 1W9**  
 519-735-2424

Box 340  
**Temagami P0H 2H0**  
 705-569-3633

Box 160  
**Thessalon P0R 1L0**  
 705-842-3243

Box 3080  
**Thunder Bay P7B 5G5**  
 807-344-8421

Box 96  
**Tillsonburg N4G 4H3**  
 519-842-3633

**Upsala P0T 2Y0**  
 807-986-2211

Box 159  
 McGarry Twp  
**Virginiatown P0K 1X0**  
 705-634-2151

Highway 17  
**Vermilion Bay P0V 2V0**  
 807-227-2024

Box 247  
**Walkerton N0G 2V0**  
 519-881-3130

805 Murray St.  
**Wallaceburg N8A 1W5**  
 519-627-1401

Box 100  
**Warren P0H 2N0**  
 705-967-2913

Box 140  
**Wasaga Beach L0L 2P0**  
 705-429-3575

Box 19  
**Wawa P0S 1K0**  
 705-856-2233

Box 99  
**Welland L3B 5P2**  
 416-732-1368

Box 31  
**Westport K0G 1X0**  
 613-273-2812

98 Carp  
**West Carleton K0A 1L0**  
 613-839-5566

Box 81  
**Wheatley N0P 2P0**  
 519-825-4313

Box 57  
**Whitby L1N 5R7**  
 416-668-3388

Box 249  
**White River P0M 3G0**  
 807-822-2112

Box 131  
**Whitney K0J 2M0**  
 705-637-2622

Box 460  
Warton N0H 2T0  
519-534-1323

Box 24  
Wingham N0G 2W0  
519-357-1331

Box 423  
Winchester K0C 2K0  
613-774-2603

Box 38  
Woodstock N4S 7W5  
519-539-9811

## ONTARIO POLICE COMMISSION

ONTARIO POLICE COMMISSION  
25 Grosvenor St., 9th Flr.  
Toronto M7A 2G9  
416-965-6071

SOL GEN 45

The **Ontario Police Commission** functions as an advisory and supervisory body for all police forces in Ontario. It has quasi-judicial powers in matters dealing with **police discipline, misconduct** and certain other aspects of policing. The Commission promotes efficiency in Ontario Police Forces, through advisory and inspection services, training, **crime** intelligence, technical services and disciplinary services. It advises Boards of Commissioners of Police, **municipal** councils, Chiefs of Police and the Solicitor General on all matters pertaining to police and policing.

INSPECTORATE BRANCH  
ONTARIO POLICE COMMISSION  
25 Grosvenor St., 9th Flr.  
Toronto M7A 2H3  
416-965-6071

SOL GEN 46

The Inspectorate Branch serves as the operational arm of the Ontario Police Commission. Branch officers visit all **municipal** forces and carry out regular inspections to ensure the operational and administrative adequacy of each force as required by the **Police Act** of Ontario. A wide range of advisory services on all **police** matters is available to governing authorities and their respective police forces.

SUPPORT SERVICES BRANCH  
ONTARIO POLICE COMMISSION  
25 Grosvenor St., 9th Flr.  
Toronto M7A 2H3  
416-965-6071

SOL GEN 47

The Support Services Branch provides administrative services to the various functions of the Commission in addition to maintaining a repository of **statistical** information. The branch also serves as an extension of the Inspectorate Branch by carrying out studies of manpower, workload and deployment systems in **municipal police** forces.

TECHNICAL SERVICES BRANCH  
ONTARIO POLICE COMMISSION  
25 Grosvenor St., 9th Flr.  
Toronto M7A 2H3  
416-965-3281

SOL GEN 48

The branch provides technological support and advice for all accredited **police** forces in



Ontario. Program Development Section is involved in **Computer Assisted Dispatch and Records Entry (CADRE)**, **Canadian Police Information Centre (CPIC)** network management, **computer** systems for police and digital **communications** technology. Communications Services assists in upgrading voice communications facilities for the **Integrated Radio Services Program (IRSP)**. Under this program, the branch administers grants to police forces of **municipalities** for new radio systems. Operational Support Services assists forces in operation of support systems such as the Canadian Police Information Centre (CPIC).

ONTARIO POLICE COLLEGE  
 ONTARIO POLICE COMMISSION  
 P.O. Box 1190  
 Aylmer N5H 2T2  
 519-773-5361

SOL GEN 49

The Ontario Police College is designed to provide a complete training program for Ontario police forces from probationary constable through supervisory and management levels. Specialized training courses are offered in all situations where the need is demonstrated. In addition, programs are developed to coordinate and complement in-service training undertaken at the individual force level. Distribution of annual publications (e.g., Calendar of Courses, Police **Education** Report, etc.) is restricted to those police forces, agencies, ministries, etc., interested in training of law enforcement and related enforcement personnel.

## AGENCIES

For some background information on ministerial agencies, boards and commissions, see the first entry under Royal Commissions, Special Purpose Bodies and Others (COMM 1). Some of this Ministry's agencies are listed below. For information on agencies not listed, contact this Ministry's information or communications branch.

ONTARIO POLICE ARBITRATION COMMISSION  
 25 Grosvenor St., 1st Flr.  
 Toronto M7A 2H3  
 416-965-3348

SOL GEN 50

The Ontario Police Arbitration Commission under the **Police Act** is responsible for monitoring and evaluating the effectiveness of the **police arbitration** system and making recommendations for its improvement.

## ACTS

ACTS SOL GEN 51

The following is a list of Acts administered by the Solicitor General. For information on which branches administer the Acts, see the Key Word Index or contact this Ministry's legal service branch or information/communications branch.

Anatomy Act  
 Coroners Act  
 Egress from Public Buildings Act  
 Fire Accidents Act  
 Fire Departments Act

Fire Fighters' Exemption Act

Fire Marshals Act

Hotel Fire Safety Act

Human Tissue Gift Act

Lightning Rods Act

Ministry of the Solicitor General Act

Ontario Society for the Prevention of Cruelty to Animals Act

Police Act

Private Investigators and Security Guards Act

Public Works Protection Act

Retail Business Holidays Act



## MINISTRY OF TOURISM AND RECREATION

77 Bloor St. W., 7th Flr.  
Toronto M7A 2R9

The Ministry of Tourism and Recreation incorporates the tourism components of the former Ministry of Industry and Tourism, in addition to the recreational and lottery components of the former Ministry of Culture and Recreation. The responsibility for the St. Lawrence Parks Commission, the St. Clair Parkway Commission and the Niagara Parks Commission, also comes under the jurisdiction of the Ministry of Tourism and Recreation.

### DEPUTY MINISTER'S OFFICE

#### CORPORATE ADVERTISING AND SPECIAL PROJECTS GROUP

MTR 1

77 Bloor St. W., 10th Flr.  
Toronto M7A 2R9  
416-965-1542

The Corporate Advertising and Special Projects Group serves a government-wide function and has two sections: Advertising Services and Audio-Visual Services.

Advertising Services (965-3255), a resource unit, consults with ministries and agencies of the Ontario Government on **advertising** matters, ad agency selection procedures and remuneration policies. Coordinates the **Government Information/Communication Program (GI/CP)** which provides information to the public on government programs and services through advertisements in rural and suburban community newspapers. Also coordinates the '**Ontario 20**' program which schedules similar government information advertising in **ethnic** publications and on ethnic television and radio. Coordinates the purchasing of all advertising (print space and **broadcast** time) through the **Agency of Record** for all ministries and agencies of the Ontario government.

Audio-Visual Services provides **audio-visual** consultation, production, screening, equipment and support services (965-2523); **photographic** services (965-5411), and a photographic **library** of slides and prints (965-5411). Also operates a screening theatre (capacity 50 people) on 10th Flr., Hearst Block, 900 Bay St., (965-2523). **Tourism Films** are available for booking through L.M. Media Marketing Services Ltd., 416-498-7293, 143 Sparks Ave., Willowdale M2H 2S5.

#### COMMUNICATIONS BRANCH

MTR 2

77 Bloor St. W., 7th Flr.  
Toronto M7A 2R9  
416-965-7680

Provides information services for the Ministry. Establishes the Ministry's communications policy and advises its branches on communications problems. Provides communications support to the Minister and the Deputy Minister. Activities include media liaison, answering public inquiries, producing and distributing publications, news releases and providing promotional and public relations support to the various programs and agencies of the Ministry.

## FRENCH LANGUAGE SERVICES

MTR 3

900 Bay St., 9th Flr., Hearst Block  
Queen's Park, Toronto M7A 2E3  
416-963-2211

The French-language Services Coordinator coordinates the implementation of the government's policy on French-language services (provision of such services to the Franco-Ontarian public) within the ministry.

## SERVICES EN FRANCAIS

Le coordonnateur des services en français de ce ministère est responsable de la mise en oeuvre de la politique du gouvernement en matière de services en langue française (services aux Franco-Ontariens en langue française.)

## PLANNING AND ADMINISTRATION DIVISION

### PLANNING AND ADMINISTRATION DIVISION

MTR 4

77 Bloor St. W., 7th Flr.  
Toronto M7A 2R9  
416-963-2331

The Planning and Administration Division is responsible for coordinating ministry policy development, financial planning and control, personnel services and ministry wide administration. Coordinates the requirements of central agencies on behalf of the ministry.

## ASSISTANT DEPUTY MINISTER - TOURISM

### TOURISM DEVELOPMENT BRANCH

MTR 5

77 Bloor St. W., 9th Flr.  
Toronto M7A 2R9  
416-965-4255

The branch contributes to sound growth of **tourism** with programs designed to help existing and potential tourist facilities operators and investors through two functions: industry improvement and development. The industry improvement function provides technical and **business** counselling to **investors** and entrepreneurs; provides information on **financial assistance** through the Ontario Development Corporations; prepares planning and management **manuals** (e.g., operation of ski and other resorts, camps, marinas). Development involves the preparation and publicity of **research** and area planning studies (965-7846) to identify potential **investment** and development opportunities of interest to the private sector. Branch services are delivered from Queen's Park and the Ministry's field offices listed under the Tourism Operations Branch entry, MTR 8.

### TOURISM MARKETING BRANCH

MTR 6

77 Bloor St. W., 9th Flr.  
Toronto M7A 2R9  
416-965-5764

The branch promotes Ontario **tourism** and use of Ontario facilities for sales meetings and conventions. Tourism marketing, geared to the individual tourist and the travel trade, is conducted in domestic and international markets. Activities include mass **advertising** and promotion in the media; preparation of tourism publications; programs to expand sales



of Ontario tours, packages and facilities by travel agents and operators; **travel** counselling; special promotions and on-going counsellor training; distribution of travel **films** produced by the Ministry. The Tourism Marketing Information Services Section (965-5725) maintains a tourism data base and related information service for the industry and provides tourism **research** to support and direct Ministry activities. For **conventions** and sales meetings, call collect (416)965-4354; for travel trade information, agents and operators can call collect (416)965-9991.

## TOURISM MARKETING BRANCH ONTARIO TRAVEL INFORMATION

MTR 7

77 Bloor St. W.

Toronto M7A 2R9

416-965-4008

416-965-3448 (French Inquiries)

All other areas:

1-800-268-3735 from Canada

1-800-268-3736 from Canada (French Inquiries)

1-800-462-8404 from New York State

1-800-828-8585 from other continental U.S. locations

Telex 0623454

Ontario Travel Information provides Ontario **travel** counselling to the public. Supplies information and publications on tourist attractions, **accommodations**, **campgrounds** and **parks** (including **hiking** trails, **canoe** outfitters), events, **festivals**, **exhibitions** and package **tours**, **hunting**, **fishing**, **boating**, **skiing** and other winter activities. Distributes road and tourist **maps**. Reports on up to date ski and winter **road** conditions, **campground** vacancies and areas where autumn scenery can be enjoyed. Operates twelve travel information centres year-round, nine seasonal travel centres open from mid-May to Labour Day, and 18 centres in **service centres** along Highway 401 open June 15 to Labour Day. The travel centres are listed below.

### OPEN ALL YEAR

Highway 400 Northbound  
south of Barrie  
**Barrie**

Brookdale Ave. at  
Seaway International Bridge  
**Cornwall**  
(currency exchange)

100 Goderich St.  
near Peace Bridge  
**Fort Erie**  
(currency exchange)

Centre Avenue  
2 blocks from  
International Bridge  
**Fort Frances**  
(currency exchange)

Hwy. 417  
**Hawkesbury East**

5355 Stanley Ave.  
West on Hwy 420  
from Rainbow Bridge  
**Niagara Falls**  
(currency exchange)

At foot of Blue Water Bridge  
**Sarnia**

120 Huron St. at  
International Bridge  
**Sault Ste. Marie**  
(currency exchange)

Toronto Eaton Centre  
220 Yonge St., Level One and  
900 Bay St. at Wellesley  
Macdonald Block, 1st Flr. (M1-34i)  
**Toronto**

110 Park St. E.  
at Windsor-Detroit tunnel  
and  
1235 Huron Church Rd.  
east of Ambassador Bridge  
**Windsor**  
(currency exchange)

#### OPEN MID-MAY TO LABOUR DAY

Highway 137 at 1000 Islands  
Bridge  
**Hill Island**  
(currency exchange)

Highway 17, west of Kenora  
**Kenora**

#### TOURISM OPERATIONS BRANCH

77 Bloor St. W., 8th Flr.  
Toronto M7A 2R9  
416-965-3475

Tourism Operations Branch has **tourism** industry consultants throughout Ontario. Field staff provide consulting services on all phases of the tourism industry to existing or potential owners/operators of tourism establishments. They also work with **municipal** officials on tourism matters and assist local tourism organizations to expand their programming. The branch manages the **Ontario Travel Association Program** and assists with the implementation of various tourism programs. **Licences** are issued to certain **tourist accommodation establishments** that are not licenced by the Liquor Licence Board. The branch coordinates the Ministry's **youth employment** program. There are 18 Ministry field offices in the Province, listed below.

143 Parkedale Ave.  
**Brockville K6V 6B2**  
613-342-5522  
For toll-free number check  
blue pages of telephone directory

Highway 401 and  
Highway 2, east of Lancaster  
**Lancaster**

Canada's Wonderland  
Hwy. 400  
**Maple**

56 Sparks St.  
Ste. 404  
**Ottawa**

International Bridge Exit  
**Pigeon River**

Prescott-Ogdensburg Bridge  
**Prescott**

International Bridge Exit  
**Rainy River**

Garden City Skyway on  
Queen Elizabeth Way  
**St. Catharines**

Ontario Place  
Main gate (across from  
Exhibition Stadium)  
**Toronto**

MTR 8

400 Central Ave.  
**Fort Frances P9A 3N1**  
807-274-3259  
If long distance ask Operator  
for Zenith 59130



114 Main St. E.  
**Huntsville P0A 1K0**  
705-789-4448  
If long distance ask Operator  
for Zenith 59130

808 Robertson St.  
**Kenora P9N 3X9**  
807-468-6481  
If long distance ask Operator  
for Zenith 59130

1055 Princess St., Ste. 308  
**Kingston K7L 5T3**  
613-547-2248  
If long distance ask Operator  
for Zenith 59130

305 King St. W., Rm. 507  
**Kitchener N2G 1B9**  
519-744-6391  
If long distance ask Operator  
for Zenith 59130

195 Dufferin St., Ste. 607  
**London N6A 1K7**  
519-433-8105  
If long distance dial  
1-800-265-4743

1500 Fisher St.  
Northgate Plaza  
**North Bay P1B 2H3**  
705-472-9660  
For toll-free number check  
blue pages of telephone directory

73 Mississauga St. E.  
**Orillia L3V 6K2**  
705-325-1363  
If long distance ask Operator  
for Zenith 59130

56 Sparks St., Ste. 404  
**Ottawa K1P 5A9**  
613-566-3703  
If long distance ask Operator  
for Zenith 59130

1131 Second Ave. E., Ste. 104  
Nor-Towne Plaza  
**Owen Sound N4K 2J1**  
519-376-3875  
If long distance ask Operator  
for Zenith 59130

139 George St. N.  
**Peterborough K9J 3G6**  
705-742-3459  
For toll-free number check  
blue pages of telephone directory

15 Church St., Ste. 401  
**St. Catharines L2R 3B5**  
416-684-2345  
If long distance ask Operator  
for Zenith 59130

120 Huron St.  
**Sault Ste. Marie P6A 1P8**  
705-253-1103  
If long distance ask Operator  
for Zenith 59130

199 Larch St., 4th Flr.  
**Sudbury P3E 5P9**  
705-675-4330  
If long distance dial  
1-800-461-1196

435 James St. S., 3rd Flr.  
**Thunder Bay P7C 5G6**  
807-475-1325  
If long distance ask Operator  
for Zenith 59130

273 Third Ave., Ste. 200  
**Timmins P4N 1E2**  
705-264-5393  
If long distance ask Operator  
for Zenith 59130

250 Windsor Ave.  
**Windsor N9A 6V9**  
519-252-3475  
If long distance dial  
1-800-265-1345

## HISTORICAL PARKS

MTR 9

## HURONIA

P.O. Box 160

Midland L4R 4K8

705-526-7838

The Ministry operates and maintains **historic sites** at Midland (Sainte-Marie among the Hurons) and at Penetanguishene (**Historic Naval and Military Establishments**). A resource **library** at Sainte-Marie, open to the public year round on weekdays, provides information about the two historic sites.

**Sainte-Marie among the Hurons** is a reconstruction of the French Jesuit missionaries headquarters to the Huron people. The first European community in Ontario, Sainte-Marie once was home to 6 of the 8 North American Jesuit martyrs. Costumed and uniformed interpreters recreate both **French** and **Native** lifestyles from Victoria Day weekend to Thanksgiving. Specially designed education programs operate all year round.

**The Historic Naval and Military Establishments** represents the period from 1817-1856 when the Royal Navy and the British Army maintained a **naval** dockyard and **military** garrison at this strategic defense station on Georgian Bay. Features of the site include guided tours, costumed interpretation, historical dramas, numerous reconstructed buildings, the original Officer's Quarters, two large bateaux and the 50-ft **Schooner 'Bee'**. The establishment is open to the public from Victoria Day weekend to Labour Day.

## HISTORICAL PARKS

MTR 10

## OLD FORT WILLIAM

Vickers Heights P.O.

Thunder Bay P0T 2Z0

807-577-8461

TTY 807-475-4481

**Old Fort William** is a reconstruction of the original Fort William which dates from the period 1803-1821. The original fort was the inland headquarters of the North West Company and the focal point of the Company's **fur** trade operations and vast explorations. Each summer it was the temporary home of 1,000 or more voyageurs, clerks, natives and North West Company partners who assembled there for the Great Rendezvous. Today, the visitor is invited to venture into the past to experience life as it was in this colourful era. Old Fort William is a living historical community which, because of its unique role, offers the visitor a wide range of experiences. These include major pageants and dramatizations, personalized guided **tours** and programs for students and visitors with special needs. In addition, the fort offers winter programs with old fashioned sleigh rides and catered fur trade banquets. The **historic site's** 1,400 volume **library** is available to interested visitors, by request. Old Fort William is open to the public daily from late May to the end of September.

## ASSISTANT DEPUTY MINISTER - RECREATION DIVISION

## SPORTS AND FITNESS BRANCH

MTR 11

77 Bloor St. W., 8th Flr.

Toronto M7A 2R9

416-965-6546

The branch encourages participation in **sports** and fitness activities for individual enjoy-



ment. The Development Section (965-4591) provides administrative, consultative services and **grants** to provincial sport governing bodies, **employees** and youth fitness. The Technical Section (965-6311) administers limited **financial assistance** under the **Ontario Elite Athlete Assistance Program** to selected amateur **athletes** for training and competition. Its **Coaching Development Program** improves the calibre of **leadership** in amateur sport through training courses for coaches. Its **Fitness Leadership Program** encourages improved personal **fitness** levels of Ontario citizens. It coordinates the various agencies involved with fitness. The Promotions/Awards Section operates a promotional campaign through the media and its own publications to educate and motivate people to exercise and participate in physical activities, (965-6546).

Its **Sports Awards Program** honours accomplishments of **athletes** and citizens in amateur sports. **Fitness Awards** and **FitFive programs** recognizes fitness achievements. The **Ontario Sports Travelcade** takes sports and **fitness** resources throughout Ontario to help raise the level of expertise of athletes and coaches. The Games and Community Initiatives Section (965-6546) promotes competition in multi-sports games (e.g. regional and provincial **Summer** and **Winter games** for the able-bodied and the **disabled**) and supports community initiatives.

**The Ontario Sports Centre**, (495-4000) a private organization which provides administrative services for provincial sport governing bodies is funded by this Ministry. Information on all of the above services is also available from Ministry field offices listed under Community Programs, MTR 13.

## RECREATION BRANCH

MTR 12

77 Bloor St. W., 8th Flr.

Toronto M7A 2R9

Recreation Services (965-5665) advises community, regional and provincial **recreation** agencies and institutions and is responsible for the development of resources in: **recreation** for families and older adults (**senior citizens**), recreation **research**, outdoor recreation, community recreation and recreation for **disabled persons**. It is also responsible for **certification** of municipal **recreation** personnel including **arena** managers, and assists provincial recreation associations. **Leadership Services** (965-5665) advises and assists community, regional and provincial recreation agencies in the development of programs for the training of volunteer, part-time and full-time recreation leaders and in programs of **leisure education**. Camping and Outdoor Education Services provides assistance with the development of **camping** and outdoor education programs and is responsible for **grants** to **non-profit camps** and the operation of the **Ontario Camp Leadership Centre**, Bark Lake (965-2356). Community Planning and Facilities Services (965-2625) advises and assists municipalities and local organizations with facility planning, development and management issues.

## COMMUNITY PROGRAMS

MTR 13

77 Bloor St. W., 8th Flr.

Toronto M7A 2R9

416-965-0617

**Community Programs** represents the Ministry throughout the Province by delivering and communicating Ministry programs and services to the public.

The primary role of Community Programs is to guide, counsel and consult with municipal and community organizations and interest groups involved in **recreational**, sports and

fitness activities to ensure that existing programs reflect the participants' needs, that new needs can be identified and interests can be developed. Community Programs promotes **community development** and organizational skills and encourages and supports **leadership training** programs. Community Programs staff are a communications link between the communities in which they work and the Ministry's program specialists at Queen's Park.

Consultants also administer Ministry **grants** to recreational, sports and fitness organizations for the following: **recreation** programs (Regulation 517); community **recreation centres** (**Community Recreation Centres Act**); **Wintario**; summer **youth employment** for **students**. Consultants meet with groups to explain what funding programs exist and the criteria governing them in the areas of **leadership training** programs; skill training programs; **organizational development**; communications projects; workshops, seminars, meetings; resource consultation to groups; experimental projects.

Six regional planning areas, headed by regional managers, are divided into districts coordinated by district supervisors, with geographic areas, each served by community consultants. The 18 Ministry field offices in the Province are listed below.

#### CENTRAL EAST REGION

*Regional Office and  
French Language Unit*  
700 Bay St., 8th Flr.  
**Toronto M7A 2R9**  
416-965-0283

*District Office*  
700 Bay St.  
**Toronto M7A 2R9**  
416-965-9940  
(City of Toronto,  
Boroughs of York & East York)

*District Office*  
700 Bay St.  
**Toronto M7A 2R9**  
416-965-0286  
If long distance ask  
operator for Zenith 55430  
(Boroughs of Scarborough  
& Etobicoke, City of North York,  
Region of Peel)

*District Office*  
114 Worsley St.  
**Barrie L4M 1M1**  
705-737-3301  
If long distance dial  
1-800-461-4499  
(Simcoe County,  
District of Muskoka,  
York Region)

*District Office*  
305 Stewart St.  
**Peterborough K9J 3N2**  
705-748-3711  
If long distance dial  
1-800-461-7629  
(Peterborough County,  
Haliburton County,  
Northumberland County,  
Victoria County,  
Durham Region)



## CENTRAL WEST REGION

### *Regional Office & District Office*

Ontario Government Bldg.

119 King St. W., 8th Flr.

Box 2112

**Hamilton L8N 3Z9**

416-521-7229

If long distance ask

operator for Zenith 57900

(Regional Municipality of Halton,

Regional Municipality of Hamilton

Wentworth)

### *District Office*

71 King St., Ste. 301

**St. Catharines L2R 3H7**

416-688-6472

For toll-free number see

blue pages in telephone directory

(Regional Municipality of

Niagara, Regional Municipality of

Haldimand-Norfolk)

### *District Office*

55 Erb St. E., Ste. 307

**Waterloo N2N 4K8**

519-886-3520

For toll-free number see

blue pages in telephone directory

(Regional Municipality

of Waterloo, Wellington & Dufferin

Counties, Brant County)

## EASTERN REGION

### *Regional Office*

1 Nicholas St., 11th Flr.

**Ottawa K1N 7B7**

613-566-3721

### *District Office*

1 Nicholas St.

**Ottawa K1N 7B7**

613-566-3725

(Ottawa Carleton)

### *District Office*

1 Nicholas St.

**Ottawa K1N 7B7**

613-566-3728

If long distance dial

1-800-267-1910

(Ottawa Valley, Prescott

Russell, Glengarry, Stormont

Dundas, Lanark, Renfrew)

### *District Office*

280 Pinnacle St., Ste. 3

**Belleville K8N 3B1**

613-968-3474

If long distance ask

operator for Zenith 92500

(Hastings & Prince Edward,

Frontenac)

1055 Princess St., 3rd Flr.

**Kingston K7L 5T3**

613-547-2235

If long distance ask

operator for Zenith 81610

(Frontenac, Leeds & Grenville,

Lennox & Addington)

## NORTHEASTERN REGION

### *Regional Office, District Office*

215 Oak St. E., 2nd Flr.

**North Bay P1B 1A2**

705-474-3821

If long distance dial

1-800-461-9563

(Districts of Timiskaming South,

Parry Sound & Nipissing)

22 Wilcox St., 2nd Flr.

**Timmins P4N 3K6**

705-267-7117

For toll-free number see

blue pages in telephone directory

(Cochrane & Timiskaming North)

*District Office*

Elgin Tower  
390 Bay St., 3rd Flr.  
**Sault Ste. Marie P6A 1X2**  
705-942-3751

If long distance dial  
1-800-461-2409  
(District of Algoma  
except North Shore)

*District Office*

199 Larch St., 4th Flr.  
**Sudbury P3E 5P9**  
705-675-4346  
If long distance dial  
1-800-461-4004  
(Manitoulin, North Shore,  
Mississauga Reserve,  
Regional Municipality of Sudbury)

**NORTHWESTERN REGION**

*Regional Office & District Office*

1825 Arthur St. E.  
**Thunder Bay P7E 5N7**  
807-475-1255  
If long distance dial  
1-800-465-6939  
(Thunder Bay District)

*District Office*

479 Government Road  
P.O. Box 3000  
**Dryden P8N 3B3**  
807-223-2271  
If long distance ask  
operator for Zenith 57900  
(Districts of Kenora, Southern  
Patricia & Rainy River, Isolated  
Communities in the Districts of  
Thunder Bay, Patricia & Kenora)

**SOUTHWESTERN REGION**

*Regional & District Office*

495 Richmond St., 5th Flr.  
**London N6A 5A9**  
519-438-2947  
If long distance dial  
1-800-265-4730  
(Middlesex, Lambton, Elgin,  
Perth, South Huron, Oxford)

427 Tenth St., 5th Flr.  
**Hanover N4N 1P8**  
519-364-1626  
If long distance dial  
1-800-265-5520  
(North Huron, Grey, Bruce)

250 Windsor Ave., 6th Flr.  
**Windsor N9A 6V9**  
519-256-4919  
If long distance dial  
1-800-265-1330  
(Essex, Kent)

**AGENCIES, ATTRACTIONS, COMMISSIONS**

For some background information on ministerial agencies, boards and commissions, see the first entry under Royal Commissions, Special Purpose Bodies and Others (COMM 1). Some of this Ministry's agencies are listed below. For information on agencies not listed, contact this Ministry's information or communications branch.

**HURONIA HISTORICAL ADVISORY COUNCIL**

c/o Huronia Historical Parks  
P.O. Box 160  
Midland L4R 4K8  
705-526-7838

MTR 14

The Huronia Historical Advisory Council is a ten person board established in 1964 by the



Province of Ontario. It is composed of individuals from various parts of the Province of Ontario with different backgrounds but a common interest in the preservation of our cultural heritage. The Council's stated purpose is to advise the Minister of Tourism and Recreation on policy matters relating specifically to Sainte-Marie among the Hurons and the Historic Naval and Military Establishments, and generally, on the cultural heritage of 'Old Huronia' and the enhancement of developed and developing historical sites.

#### MINAKI LODGE RESORT LIMITED

MTR 15

77 Bloor St. W., 10th Flr.  
Toronto M7A 2R9  
416-965-5334

Minaki Lodge Resort Limited is wholly owned by the Northern Ontario Development Corporation. The lodge opened to guests April, 1983. For groups or individual sales call Winnipeg collect (204-943-0429) and effective April 1, 1984, call Minaki collect (807-224-4000).

#### THUNDER BAY SKI JUMPS LIMITED

MTR 16

435 S. James St., P.O. Box 5000  
Thunder Bay P7C 5G6  
807-475-1673

The **Big Thunder Ski Jump** is sanctioned by the International Ski Federation to hold World Cup Ski Jumping events. Both its 70 and 90 metre hills are built to exact tolerances, and have the world's longest landing area for maximum safety. The two jumps and surrounding area are used as a provincial ski-training site.

#### NIAGARA PARKS COMMISSION

MTR 17

Administration Bldg.  
Box 150, 7400 Portage Rd. S.  
Niagara Falls L2E 6T2  
416-356-2241

Operates a 56 kilometre parkway along the Niagara River from Lake Erie to Lake Ontario. Included are: **recreation** areas, scenic attractions, a campground, a marina, restaurants, gift shops, **historic sites**, golf courses and a **horticultural** school.

#### ST. CLAIR PARKWAY COMMISSION

MTR 18

P.O. Box 700  
Corunna N0N 1G0  
519-862-2291

The Commission is responsible for the establishment of a parkway along the St. Clair River from Point Edward on Lake Huron to Mitchell's Bay on Lake St. Clair. The St. Clair Parkway Commission is a joint program of **parks** and **recreation** development by the Province of Ontario, County of Lambton, County of Kent, City of Chatham and the City of Sarnia.

## ST. LAWRENCE PARKS COMMISSION

MTR 19

Box 740

Morrisburg K0C 1X0

613-543-2951

Operates and maintains **parks, campgrounds** and **historic sites** from the Ontario-Quebec border to 48 km west of Kingston on Highway 33. Historic sites are **Old Fort Henry** at Kingston and **Upper Canada Village**, 11 km east of Morrisburg. Other facilities include a **Wildfowl Sanctuary**, an 18 hole golf course, a paved air strip, a **railroad museum**, nature trails, a marina and Pioneer and Loyalist memorials. Winter **recreation** facilities include cross country skiing, snowmobiling, tobogganing, snowshoeing. A **maple sugar bush** is located in Crysler Park. Skating and horse drawn sleigh rides are available at Upper Canada Village. A riding stable is operated as a concession on Commission lands. The summer operating season is May 15 to October 15. Recreational facilities are open and some events occur during the winter season.

## ONTARIO PLACE CORPORATION

MTR 20

955 Lakeshore Blvd. W.

Toronto M6K 3B9

416-965-7711

**Ontario Place Corporation** operates a 96 acre cultural, entertainment and **recreation** complex on three man-made islands on Lake Ontario in Toronto including **exhibition pavilions**, the Forum, **theatres**, the giant screen cinesphere, live entertainment, restaurants, snack bars, boutiques, a **marina**, pedal boats, bumper boats, boat **tours**, the Canadian destroyer **HMCS Haida**, land rides, mini-golf, picnic areas, a theme pavilion 'Ontario North Now', and a children's village with a water play area and play apparatus including a 370 ft. four-flumed waterslide. Ontario Place arranges **banquets**, receptions all year, shows **films** for conventions and other groups of residents or tourists. Open daily mid-May to mid-September (10 a.m. to 1 a.m. Monday through Saturday; 10 a.m. to 11 p.m. Sunday). All major attractions are free with admission (no admission charge for **senior citizens**).

## ONTARIO LOTTERY CORPORATION

MTR 21

2 Bloor St. W.

Toronto M4W 3H8

416-961-6262

The Ontario Lottery Corporation manages **Wintario**, **Lottario**, **Provincial**, **Super Loto** and **Lotto 6/49**. Winning numbers may be found in daily newspapers on Friday (**Wintario**), Saturday (**Provincial**) and Monday (**Lottario**, **Lotto 6/49** and **Super Loto**). Lists of winning numbers for one year are posted at retailers. Recorded messages of current winning numbers are available at 416-870-9170 (**Wintario**), 416-870-9122 (**Lottario**), 416-870-9161 (**Provincial**), 416-870-9135 (**Super Loto**) and 416-870-9134 (**Lotto 6/49**). Proceeds from **Wintario** and **Lottario** are dedicated to sports, fitness, cultural and recreational projects. **Provincial**, **Super Loto** and **Lotto 6/49** funds are dedicated to health and environmentally-related health research. Province-wide social service agencies also receive lottery monies through the Ontario Trillium Foundation. For information on the **Wintario** grants program, see the Ministry of Tourism and Recreation Community Program's entry, MTR 13 and the Ministry of Citizenship and Culture's Grants Administration Branch entry, MCC 12.



## THE TRILLIUM FOUNDATION

MTR 22

15 Prince Arthur Ave.  
 Toronto M5R 1B2  
 416-961-0194

In September, 1982 the Ontario government created the Trillium Foundation as an innovative approach to providing voluntary social service organizations with access to **lottery** revenues. The Foundation, which is run by an independent voluntary Board of Directors, will eventually receive up to \$15 million a year from the province on the basis of a formula which gives it an annual share of the profits of the Ontario Lottery Corporation.

The Foundation will make province-wide, time-limited **grants** for specific projects or the unfunded portions of ongoing programs available to agencies providing a direct service to the public in the social services field.

## ACTS

## ACTS

MTR 23

The Minister of Tourism and Recreation is designated to administer the following Acts:

Community Recreation Centres Act  
 Historical Parks Act  
 Ministry of Tourism & Recreation Act, 1982  
 Niagara Parks Act  
 Ontario Lottery Corporation Act  
 Ontario Place Corporation Act  
 St. Clair Parkway Commission Act  
 St. Lawrence Parks Commission Act  
 Tourism Act

## MINISTRY OF TRANSPORTATION AND COMMUNICATIONS

1201 Wilson Ave.

Downsview M3M 1J8

The Department of Public Works and Highways was established in 1916 under Section 4, Chapter 17, 5 Geo. V. In 1931 it was re-named the Department of Highways. The functions of the Department of Highways were separated in 1957 with drivers and vehicles going to the newly created Department of Transport. Finally in 1971 the two departments were amalgamated as the Ministry of Transportation and Communications.

The Ministry of Transportation and Communications operates Ontario's highway system by performing design, construction and maintenance activities and provides subsidies to municipalities for road construction and maintenance. The Ministry is also responsible for driver licensing and all aspects of motor vehicle licensing and safety. It represents the rights of Ontario citizens in the communications field and regulates telephone service under provincial jurisdiction.

### OFFICE OF THE DEPUTY MINISTER

#### MANAGEMENT IMPROVEMENT BRANCH

MTC 1

1201 Wilson Ave., West Tower

Downsview M3M 1J8

416-248-7103

Management Improvement Branch reviews, recommends and implements changes for increased efficiency and effectiveness of Ministry management, structural organization, and management systems, procedures and practices. Carries out management studies and provides an internal management consultant service.

#### AFFIRMATIVE ACTION PROGRAM

MTC 2

1201 Wilson Ave., East Bldg.

Downsview M3M 1J8

416-248-7125

The Affirmative Action Program Manager plans, develops and coordinates the **Affirmative Action Program** to improve the status of Ontario government female employees with the ultimate aim of ensuring equal opportunity for women.

#### FRENCH LANGUAGE SERVICES

MTC 3

1201 Wilson Ave., East Building

Downsview M3M 1J8

416-248-7100

The French Language Services Coordinator implements, within this Ministry, the government's policy on French language services (the provision of such services to the Franco-Ontarian public).

#### SERVICES EN FRANCAIS

Le coordonnateur des services en français de ce Ministère est responsable de la mise en oeuvre de la politique du gouvernement en matière de services en langue française (services aux Franco-Ontariens en langue française).



## PUBLIC AND SAFETY INFORMATION BRANCH

MTC 4

1201 Wilson Ave., West Tower  
Downsview M3M 1J8  
416-248-3708

Public and Safety Information Branch originates and coordinates programs and projects stressing **safety** in the operation of cars and commercial **vehicles**, **motorcycles**, mopeds, bicycles, **snowmobiles** and **school buses**. The branch develops and distributes **school** safety materials and **seat belt** information and provides related safety **films**. **Road** bulletins and telephone road reporting service on the condition of roads and **highways** in Ontario are also services provided by this branch (contact the Ministry's regional or district offices listed under the Operations, Regional entry, MTC 62).

Public and Safety Information Branch also establishes communications policy for the Ministry, advises branches on communications problems and provides communications support to the Minister and Deputy Minister. The branch is responsible for informing the public, client groups and media about the Ministry's activities. Other activities include media liaison, answering public inquiries, and producing and distributing audio-visual materials. **Deaf** or hearing handicapped persons who have access to the teletype (TTY) network device can call 248-3331.

## STRATEGIC POLICY SECRETARIAT

MTC 5

1201 Wilson Ave., East Bldg.  
Downsview M3M 1J8  
416-248-7121

Strategic Policy Secretariat, an internal secretariat working directly for the Minister or Deputy Minister, manages Ministry's strategic policy development and planning process, assesses external factors affecting present or future Ministry strategy; prepares special strategic policy studies, and handles inquiries about the Ministry's **Strategic Policy Committee**.

STRATEGIC POLICY SECRETARIAT  
OUTLOOKS OFFICE

MTC 6

1201 Wilson Ave., East Bldg.  
Downsview M3M 1J8  
416-248-7121

This is a separate office in the Strategic Policy Secretariat. It monitors the external environment and provides the Ministry with information and analysis through medium and long term future studies on social, **economic** and **technological** developments as they relate to **transportation** and **communications**. Identifies potential strategic issues which may be of significant interest to the Ministry's Strategic Policy Committee.

## INTERNAL AUDIT BRANCH

MTC 7

1201 Wilson Ave., West Tower, 7th Flr.  
Downsview M3M 1J8  
416-248-3671

Internal Audit Branch performs the audit functions for this Ministry and the Ministry of Northern Affairs including the review and appraisal of ministry accounting, financial, and operational controls. The branch audits the ministry's electronic data processing systems and payment records on ministry and ministry-subsidized contracts. Also audits

contractors and suppliers records, and municipal records to ensure that ministry subsidies are spent as approved.

#### OFFICE OF LEGAL SERVICES

MTC 8

1201 Wilson Ave., East Bldg.

Downsview M3M 1J8

416-248-3617

Provides legal services for the Ministry including advice on **driver** and **vehicle** matters (248-3131). It counsels the Ministry on legal matters, including the interpretation of statutes and regulations and the preparation and review of proposed legislation, regulations and other legal documents. It supplies the Ministry with general legal services such as preparing litigation, the settlement of claims, acting at court hearings, etc.. The office is responsible to the Attorney General's Office.

Regional solicitors who deal primarily with property matters are located in the Operations, Regional offices in Toronto, (248-3074); London, (519-681-1441); North Bay, (705-472-7900) and Kingston, (613-544-2220). Claims Section (248-3127) handles **insurance** claims against the Crown for injuries and property damage arising from **accidents** on provincial highways or involving government **vehicles**, as well as claims by the Crown for damage to **highway** property or government vehicles excluding OPP vehicles.

#### COMMUNICATIONS DIVISION

##### OPERATIONS AND TECHNOLOGY OFFICE

MTC 9

1201 Wilson Ave., East Bldg.

Downsview M3M 1J8

416-248-3567

Operations and Technology Office is responsible for improving **communications** service and/or efficiency by promoting the application of **communications technology** in the transportation sector and in a variety of other sectors, both public and private. This is done through the provision of operational and technical assessments, advice and/or demonstration projects.

##### COMMUNICATIONS CARRIERS BRANCH

MTC 10

1201 Wilson Ave., East Bldg.

Downsview M3M 1J8

Communications Carriers Branch is responsible for promoting strong communications networks in Ontario. Includes developing policy guidelines that assist in stimulating the **telecommunication** carrier network (248-3567), and identifying specific stimulative opportunities for the **cable** and **broadcast** (248-3567) and common carriers sectors (248-3961).

##### COMMUNICATIONS POLICY BRANCH

MTC 11

1201 Wilson Ave., East Bldg.

Downsview M3M 1J8

416-248-3731

Communications Policy Branch is responsible for identifying, developing and recommending policy options which promote the interests of users, both residential and business, of **telecommunications** services. It is also responsible for strengthening the telecom-



munications carrier network in Ontario (248-3711), including **television** and **radio** policy (248-3731) and telecommunications policy (248-3961).

## HIGHWAY OPERATIONS AND MAINTENANCE DIVISION

### HIGHWAY OPERATIONS AND MAINTENANCE DIVISION

MTC 12

1201 Wilson Ave., East Bldg.  
Downsview M3M 1J8  
416-248-3587

The Division develops policies and procedures required for the design, **construction** and maintenance of the **highway** system for use by the regional staff. Regional and district offices, responsible for the delivery of design, construction and maintenance services, are listed under this Ministry's Operations, Regional entry, MTC 62.

### CORRIDOR CONTROL SECTION

MTC 13

1201 Wilson Ave., West Bldg.  
Downsview M3M 1J8  
416-248-3658

The Corridor Control Section coordinates the review of development proposals (plans of **subdivision**, **official plans** and **zoning** by-laws) which may affect provincial **transportation** proposals (e.g. provincial **highways**, future **transit** routes, etc.). The Section develops policies and procedures for the corridor control program on access policies and right-of-way protection. Provides advice to other government agencies, municipalities, developers and the public. Program administration is shared by district and regional offices, see this Ministry's Operations, Regional entry, MTC 62.

### EQUIPMENT ENGINEERING OFFICE

MTC 14

1201 Wilson Ave., Central Bldg.  
Downsview M3M 1J8  
416-248-3231

The Equipment Engineering Office develops specifications, policies and procedures for the purchase, repair and maintenance of the Ministry's **vehicles** and equipment, evaluates **tenders** and trains Ministry **garage** staff.

### TRAFFIC MANAGEMENT AND ENGINEERING OFFICE

MTC 15

1201 Wilson Ave., Central Bldg.  
Downsview M3M 1J8  
416-248-3781

The Traffic Management and Engineering Office develops and implements policies, standards and procedures for **traffic** control devices (traffic signs and signals), illumination, **speed limits**, **electrical** design, electrical maintenance, etc., on provincial **highways**. Develops and maintains an **accident** information file. Develops improvements and traffic control techniques and devices and assists in **municipal** studies and improvements. Operates the **Q.E.W. Freeway Traffic Management System** and is implementing similar systems for Highway 401, Burlington Skyway and the Ottawa Queensway. Operational activities of the above functions are carried out by the regional offices (see this Ministry's Operations, Regional entry MTC 62).

MAINTENANCE BRANCH  
1201 Wilson Ave., Central Bldg.  
Downsview M3M 1J8  
416-248-3665

MTC 16

The Maintenance Branch develops policies, standards and procedures required for **highway** maintenance operations including highway **landscaping**, **electrical** maintenance, and **advertising** signs and building **permits**.

## ASSISTANT DEPUTY MINISTER - FINANCE AND ADMINISTRATION

FINANCIAL PLANNING AND ADMINISTRATION  
BRANCH  
1201 Wilson Ave., West Tower  
Downsview M3M 1J8  
416-248-3465

MTC 17

The Financial Planning and Administration Branch provides the Ministry with financial direction, planning, management and accounting services and financial liaison with Management Board of Cabinet, the Provincial Auditor, and other Ontario government ministries and agencies. The branch is organized into four main function areas: general accounting including payroll, accounts payable and expense account services; financial systems development, maintenance, and control; budgetary planning, evaluation, development, control and analysis; prequalification of contractors for bidding on government contracts.

COMPUTER SYSTEMS BRANCH  
1201 Wilson Ave., East Bldg.  
Downsview M3M 1J8  
416-248-3977

MTC 18

Computer Systems Branch is involved with computer systems development and maintenance for ministry applications. Systems specialists develop computer related systems for management and regulatory applications as well as transportation/engineering applications. Computer Production Services provides production technical control, equipment acquisition, graphic production and data conversion services. Data processing standards, procedures and policies are developed and maintained. Provides support for the development of corporate information processing plans and strategies.

TRANSPORTATION CAPITAL BRANCH  
1201 Wilson Ave., West Tower  
Downsview M3M 1J8  
416-248-3551

MTC 19

This Branch is responsible for the effective management of all transportation capital investment resources. It also provides program planning, priority setting, scheduling and expenditure control for the **Provincial Highways Program**.

The Capital Investments Office provides consolidated capital planning and management information and recommendations on proposed and active **transportation** capital investments. Manages the effective use of available capital funds within four transportation programs: Provincial Highways, Provincial Transit, Municipal Transit and Provincial Transportation/Air.



The Highway Program Planning Office develops program strategies, policies, objectives and long range plans. It develops and maintains planning information, carries out system planning studies for provincial **highways** and applies priority planning techniques for proposed highway improvements.

The Highway Program Administration Office provides integrated management for the administration design and **construction** components of the Provincial **Highways** Program. It prepares and maintains multi-year operational and construction plans, as well as program budgets and project controls. This office is also responsible for establishing and managing construction staging, award schedules and expenditure controls for improvements to all provincial highways.

#### HUMAN RESOURCES PLANNING AND SERVICES BRANCH

MTC 20

1201 Wilson Ave., West Tower  
Downsview M3M 1J8  
416-248-3643

The Human Resources Planning and Services Branch performs the personnel functions for the Ministry of Transportation and Communications and for the Ministry of Northern Affairs. The branch works mainly in an advisory capacity with line managers who have primary responsibility for personnel matters within their units. It is responsible for the establishment of ministry personnel policies and procedures; designing, implementing and managing a Human Resource Planning Process; the establishment of appropriate classification and compensation levels for ministry employees; and, to develop programs to encourage the practice of good health and safety habits in the work place, including the administration of Workers' Compensation Board claims. The branch also carries out staff recruitment including management trainees; programs for staff relations including all aspects of the grievance procedure and contract administration; staff development and training; and all matters affecting working conditions and performance. The branch maintains the Ministry's personnel, payroll and employee benefit records and provides liaison between the Ministry and the Civil Service Commission, Management Board of Cabinet, and the Ontario Public Service Employees Union (OPSEU).

#### SUPPLY AND SERVICES BRANCH

MTC 21

1201 Wilson Ave., Central Bldg.  
Downsview M3M 1J8  
416-248-3178

The branch provides the Ministry with the following services. Purchasing and Supply Office (248-3361) purchases government **vehicles**, **construction**, maintenance and operating supplies and equipment. Supply Planning and Disposal Section (248-3725) **auctions** government **vehicles**, and keeps an inventory of the moveable assets of the Ministry. Information Management Office (248-3531) provides a broad range of **records management** and administrative improvement functions, and prepares **manuals**, publications, **maps** (Ontario **road** maps, 248- 3476) for distribution on behalf of the Ministry. Tenders Section advertises and gives information on **construction** and supply contracts and opens **tenders** (248-3651). Special Services Office (248-3341) provides accommodation; establishes sites for and inspects highway **service centres**; provides Ministry **telecommunication** and remote **airport** directional systems; and runs an instrument repair service. Graphic Services Office (248-3555) provides art, display and reproduction facilities.

The **Library** and Information Centre (248-3591) contains a comprehensive book and periodical collection on ground transportation and communications and selected materials in related fields. The centre, located at 1201 Wilson Ave., Central Bldg., 1st Flr., Downsview, has been designated the Ministry **reading room** to provide public access to Ministry publications, statutes and some manuals and internal procedures used by the Ministry.

**GOVERNMENT GARAGE**

MTC 22

881 Bay St.  
Toronto M5S 1Z7  
416-965-2148

The Government Garage provides a complete chauffeuring and **garage** service to all government ministries.

**ASSISTANT DEPUTY MINISTER - ENGINEERING AND CONSTRUCTION**

**ENGINEERING CLAIMS OFFICE**

MTC 23

1201 Wilson Ave., Central Bldg.  
Downsview M3M 1J8  
416-248-3611

Engineering Claims Office assesses claims for additional costs submitted by contractors awarded Ministry engineering contracts including all phases of **highway construction** and maintenance, construction of **bridges** and tunnels and associated work.

**ESTIMATING OFFICE**

MTC 24

1201 Wilson Ave., Central Bldg.  
Downsview M3M 1J8  
416-248-3401

Estimating Office advises senior ministry officials on the fair price to pay for **highway construction** and maintenance contracts. Can provide an **economic** analysis of highway construction and related work. Produces annual reports on cost per mile of construction, structures and unit bid prices. Capable of determining **energy** requirements along with the quantities and unit value of manufactured and raw material incorporated into the work.

**PROPERTY OFFICE**

MTC 25

3501 Dufferin St., 5th Flr.  
Downsview M3K 1N6  
416-248-3213

Property Office is responsible, in the areas of **property appraisals**, acquisition, management and disposal, for the provision of and compliance to provincial policies and procedures; ensures a high and uniform standard of performance in the area of **land** appraisals by performing 'on line' reviews of regional appraisals; provides and coordinates technical training programs; administers overall property budget. Also prepares all **arbitration** cases proceeding before the **Land Compensation Board**. Contact offices listed under Ministry of Transportation and Communications, Operations, Regional, MTC 62.



**HIGHWAY ENGINEERING DIVISION****HIGHWAY ENGINEERING DIVISION**

MTC 26

1201 Wilson Ave., East Bldg.  
Downsview M3M 1J8  
416-248-3181

The Highway Engineering Division develops policies, design procedures and systems, conducts research and development and provides expert advice for the infrastructure of the King's Highway System. It also monitors the implementation and effectiveness of the processes and technologies used and identifies needed improvements in consultation with the Ministry's regional offices and with industry.

**ENGINEERING MATERIALS OFFICE**

MTC 27

1201 Wilson Ave., Central Bldg.  
Downsview M3M 1J8  
416-248-3987

Engineering Materials Office, Bituminous (248-3688), Concrete (248-3684), Chemical (248-3149) and Soils and Aggregates (248-3286) Sections provide quality standards, policies and guidelines for asphalt concrete pavements; portland cement concrete pavements; chemical, metal and special products, respectively. Sections provide specialized expertise through **laboratory** testing, technical evaluation and approval services related to bitumen and bituminous products; concrete and concrete products; chemical, metal and special products used in the design, **construction** and maintenance of the transportation system including **highways** and **bridges**. The Pavement and Foundation Design Section (248-3282) provides policies and guidelines for pavement structure design and management, carries out field investigations and recommends types of structure foundations. The Engineering Materials Office publishes reports which are distributed within the Ministry and are available to others on request.

**ENVIRONMENTAL OFFICE**

MTC 28

1201 Wilson Ave., West Bldg.  
Downsview M3M 1J8  
416-248-3931

The Environmental Office develops policies and procedures required for the Ministry's compliance with **environmental** legislation and regulations. The **Environmental Resource Centre** provides public access to reports, guidelines and data related to transportation-environmental problems and issues. Environmental units are located in each of the Ministry's field offices (see this Ministry's Operations, Regional entry, MTC 62.)

**HIGHWAY DESIGN OFFICE**

MTC 29

1201 Wilson Ave., West Bldg.  
Downsview M3M 1J8  
416-248-3541

The Highway Design Office develops policies and procedures for preliminary and detail **design**, **drainage** and **hydrology** and new products; determines skidding performance of pavements, and evaluates the roughness and riding quality of **highways**. Develops and maintains standard specifications and standard drawings that reflect ministry **construction** and maintenance requirements. Develops, monitors and provides technical expertise on automation of highway design activities. This is carried out by a number of sections in-

cluding: Design Development; Design Evaluation and Pavement; Highway Standards; Drainage and Hydrology Development; and Design Automation.

#### STRUCTURAL OFFICE

MTC 30

3501 Dufferin St., 4th Flr.

Downsview M3K 1N6

416-248-3516

The Structural Office designs **bridges** and retaining walls on **highways** and prepares plans and contract documents for their **construction**. Reviews proposed designs of **municipal** bridges and culverts, evaluates the safe load carrying capacity of bridges. Recommends enactment of municipal load limit by-laws. Generates and maintains structural standards, structural manuals and handbooks and design aids.

#### SURVEYS AND PLANS OFFICE

MTC 31

1201 Wilson Ave., East Bldg.

Downsview M3M 1J8

416-248-3627

The Surveys and Plans Office provides the Ministry with policy guidelines and procedures for aerial and ground **surveys** and **remote sensing**. Produces photogrammetric plans, cartographic **maps**, computer graphics services, legal documentation and plans and control survey data/services. Maps are available to the public through the Administrative Support Services Section of the Supply and Services Branch (248-3476), see entry MTC 21.

Information is available on an area basis from the regional and district offices listed under this Ministry's Operations, Regional entry, MTC 62.

#### RESEARCH AND DEVELOPMENT BRANCH

MTC 32

1201 Wilson Ave., Central Bldg.

Downsview M3M 1J8

416-248-3917

The branch conducts **research** and development activities to improve the physical and safety attributes of highways. Pavement related research focuses on design procedures, pavement performance, and the development of pavement management systems. Research on **bridge** structures ensures adequate load-carrying capacity, safety, economy, durability and the development of a bridge design code. The branch conducts research on materials, construction and the environment to improve the in-service performance and behaviour of materials as well as the interaction of the **highway** facility with the immediate environment and the vehicle.

#### RESEARCH AND DEVELOPMENT BRANCH

MTC 33

##### MATERIALS AND ENVIRONMENT

1201 Wilson Ave., Central Bldg.

Downsview M3M 1J8

416-248-3355

The Materials and Environment Office conducts **research** related to **construction** materials and the interaction of a **highway** facility with the immediate environment and the **vehicle**. These studies include the properties and construction techniques of **soils**, granular materials, **waste** materials, asphalt, concrete and other construction materials to im-



prove their economy and durability; studies of systems and development of test procedures to define the required quality of materials and construction; the investigation of highway/vehicle systems interaction to improve skid resistance, visibility, illumination, and **safety**; development of improved **noise** barriers and **safety** barriers; improvement of **drainage** and minimization of adverse effects of winter maintenance salting; and devising rehabilitation techniques and materials for concrete **bridge** decks, substructures and pavements.

RESEARCH AND DEVELOPMENT BRANCH  
PAVEMENT RESEARCH OFFICE

MTC 34

1201 Wilson Ave., Central Bldg.

Downsview M3M 1J8

416-248-3355

The Pavement Research Office conducts **research** related to **highway** pavement design, pavement performance, and pavement management systems. This research involves the development of new approaches to pavement design and selection, taking account of initial and lifetime costs; seeking improved methods of evaluating and predicting pavement performance and life under environmental and traffic influences; studying methods and procedures for the determination of pavement thickness under various traffic loads and intensities; and determining improved procedures for pavement maintenance and rehabilitation to prolong service life.

RESEARCH AND DEVELOPMENT BRANCH  
STRUCTURES RESEARCH

MTC 35

1201 Wilson Ave., Central Bldg.

Downsview M3M 1J8

416-248-3355

Carries out **research** and development into the theory and practice of the design, **construction**, and maintenance of **bridge** structures to ensure adequate load carrying capacity, **safety**, economy, and durability. This office initiated the development of the **Ontario Highway Bridge Code**, and a number of projects are underway to support the Code. Further studies include the field testing of static and dynamic responses of bridges, culverts, and other **highway** structures; modelling of structures, members and components; development of new analytical methods and applications of structural mechanics; and the development of improved structural material usage, such as **timber**.

ASSISTANT DEPUTY MINISTER - PROVINCIAL/MUNICIPAL TRANSPORTATION

COORDINATOR EXTERNAL RELATIONS

MTC 36

1201 Wilson Ave., West Tower

Downsview M3M 1J8

416-248-3789

The Coordinator External Relations coordinates **intergovernmental** relationships between Ontario and the other provinces and the Federal Government in the field of **transportation**. The Coordinator monitors the activities, new programs and legislation of other provincial governments and the Federal Government, and assesses the possible impact on the Ministry for the information of senior management.

## TRANSPORTATION PROGRAMS DIVISION

### AIR OFFICE

MTC 37

1201 Wilson Ave., West Tower  
Downsview M3M 1J8  
416-248-3325

The Air Office provides technical advice and administers **financial assistance** to **municipalities** for municipal **airports**; develops provincial policy on **aviation** matters; reviews applications before the Air Transport Committee of the Canadian Transport Committee; prepares provincial positions to influence the committee and the Federal Government; plans provincially funded **air services**; plans and programs the construction and maintenance of remote airports in **northern Ontario**.

The actual construction and maintenance activities for remote airports are carried out by the Remote Northern Transportation Office, Northwestern Region, MTC 69.

### MARINE AND PIPELINE OFFICE

MTC 38

1201 Wilson Ave., West Tower  
Downsview M3M 1J8  
416-248-7131

The Marine and Pipeline Office develops provincial policy on commercial **water transportation** and **pipeline** matters.

### RAIL OFFICE

MTC 39

1201 Wilson Ave., West Tower  
Downsview M3M 1J8  
416-248-3744

The Rail Office develops provincial policy on **rail** matters. Maintains close contact with **railway** companies, shippers and regulatory authorities.

### POLICY PLANNING BRANCH

MTC 40

1201 Wilson Ave., West Tower  
Downsview M3M 1J8  
416-248-3638

The branch consists of four offices: Urban Transportation Policy Office (248-3727), Intercity Transportation Policy Office (248-3727), Goods Distribution Systems Office (248-7437) and Transportation Demand Forecasting Office (248-3795). It is responsible for developing corporate policy positions on multi-modal **transportation** issues; developing long range perspectives on inter-city and urban movement of goods and people; developing strategic options in support of the Ministry's goals and objectives and contributions to other government programs; and, developing, maintaining, and supplying **travel** demand forecasts for the Ministry's strategic and program planning activities.



## MUNICIPAL TRANSPORTATION DIVISION

## MUNICIPAL TRANSPORTATION DIVISION

MTC 41

1201 Wilson Ave., West Tower

Downsview M3M 1J8

416-248-3585

The Municipal Transportation Division manages the Ministry's municipal transfer programs which assist municipalities in the development and operation of their transit systems and in the construction, rehabilitation and maintenance of their road systems. Authority is provided through the Public Transportation and Highway Improvement Act, Local Roads Board Act and the Statute Labour Act.

## MUNICIPAL ROADS OFFICE

MTC 42

1201 Wilson Ave., West Tower

Downsview M3M 1J8

416-248-3621

The Municipal Roads Office develops policy for the provision of **financial assistance** to all **municipalities** and groups in **unorganized territories** for the **construction** and maintenance of **roads** and **bridges**; develops systems to assist municipalities in the overall programming of capital works; processes submissions to the **Urban Transportation Assistance Program** involving municipal roads. Construction and maintenance in unorganized territories as well as direct contact on a day to day basis with municipalities is carried out in various district offices under direction of Regional Municipal Roads Offices. For a list of the district offices see this Ministry's Operations, Regional, entry, MTC 62.

## TRANSIT OFFICE

MTC 43

1201 Wilson Ave., West Tower

Downsview M3M 1J8

416-248-3785

The Transit Office provides **financial assistance** to **municipalities** for **transit** operations by bus, streetcar, subway, and by parallel services for physically **disabled persons**; for construction, acquisition and rehabilitation of capital assets and equipment; for transit planning studies and demonstration projects. Provides municipalities with technical and organizational assistance in transit operations.

## PAYMENT VERIFICATION OFFICE

MTC 44

1201 Wilson Ave., West Tower

Downsview M3M 1J8

416-248-3671

The Payment Verification Office is responsible for auditing and verification of **subsidies** paid to **municipalities** under the **Provincial Transfer Payment Subsidy Program** covering roads, bridges, transit, airports and the purchase of goods and services. Also responsible for municipal transfer payment verification of accounts for the Ministry of Northern Affairs.

TRANSPORTATION TECHNOLOGY AND  
ENERGY BRANCH

MTC 45

## VEHICLE SYSTEMS OFFICE

1201 Wilson Ave., Central Bldg.

Downsview M3M 1J8

416-248-3771

Vehicle Systems Office initiates, promotes, coordinates, conducts and evaluates **research**, development and demonstration activities directed towards improvements in **transportation** productivity and application of technology to transportation. Activities are conducted in the areas of: **rail** and **bus transit**, including studies of vehicle dynamics; commercial **vehicles**, including vehicle stability and handling; support of the **Transportation Energy Management Program** with research in **motor vehicles**, **trucks** and **alternate fuels**, and in **electric** propulsion systems.

TRANSPORTATION TECHNOLOGY AND  
ENERGY BRANCH

MTC 46

## CONTROL AND INFORMATION SYSTEMS

1201 Wilson Ave., Central Bldg.

Downsview M3M 1J8

416-248-7141

Conducts **research**, development and demonstration activities in the application of control and information system technologies to improve **transportation** and communications in Ontario, with emphasis on assisting the private sector to improve productivity and increase the export potential of their goods and services. Activities are concentrated in four areas: urban **traffic** management, **vehicular** control systems, information systems and advanced **technology** applications. Current projects include a fiber optics based communications system for the Highway 401 Freeway Traffic Management System, micro-processor application in transportation and video pattern recognition system development.

An up-to-date library of traffic simulation and optimization programs is maintained for research applications. In addition, the group provides technical expertise to other areas both within the Ministry and outside. A number of research publications are available.

TRANSPORTATION TECHNOLOGY AND  
ENERGY BRANCH

MTC 47

## ENVIRONMENTAL TESTING

1201 Wilson Ave., West Tower

Downsview M3M 1J8

416-248-3839

Conducts experimental stress analysis for ministry projects and provides assistance on joint programs with Ontario industry. Skills include auto mechanics, strain gauging, acoustics, electronics design and instrumentation.



TRANSPORTATION TECHNOLOGY AND  
ENERGY BRANCH

MTC 48

TECHNICAL PUBLICATIONS

1201 Wilson Ave., Central Bldg.

Downsview M3M 1J8

416-248-7226

Provides for the **publication** of technical reports, newsletters, brochures, etc., in support of this branch's and other ministry investigations into vehicle dynamics, bridge testing, and energy programs.

TRANSPORTATION TECHNOLOGY AND  
ENERGY BRANCH

MTC 49

INDUSTRY AND TECHNOLOGY OFFICE

1201 Wilson Ave., Central Bldg.

Downsview M3M 1J8

416-248-3807

Provides a focus within the Transportation Technology and Energy Branch and the Ministry for increasing initiatives related to technological and industrial development in Ontario. This function is realized through establishing liaisons with the private sector and other ministries and levels of government, evaluating proposals submitted by the private sector for technology development and maintaining a state-of-the-art knowledge of **technological** developments and industrial growth in Ontario and Canada.

The **Human Factors Section** conducts **research** of **driver** behaviour and associated education, training and testing in support of **highway safety**; studies of the operational effectiveness of **transportation** components and networks; social and human studies related to **transit** and **highway** use; and countermeasures **research** for **highway safety**.

TRANSPORTATION TECHNOLOGY AND  
ENERGY BRANCH

MTC 50

TRANSPORTATION ENERGY MANAGEMENT PROGRAM

1201 Wilson Ave., Central Bldg.

Downsview M3M 1J8

416-248-7296

Carried out in conjunction with the Ministry of Energy, the Transportation Energy Management Program (TEMP) is concerned with the following areas: **municipal** and inter-city **transportation energy conservation**; ridesharing (car and van pooling); Driversave (**driver** efficiency improvement); Trucksave (**truck energy** conservation); alternative transportation **fuels** (propane, **natural gas**, methanol, greater use of diesels); development of alternate fuels policy and administration of Government of Ontario energy management programs for its own **vehicle** fleet.

## ASSISTANT DEPUTY MINISTER SAFETY AND REGULATION

### SPECIAL PROJECTS

MTC 51

1201 Wilson Ave., West Bldg.  
Downsview M3M 1J8  
416-248-3634

This office is responsible for the coordination of reform in **trucking** regulations and the implementation of the **PCV (Public Commercial Vehicle) Act Review Committee**. The program serves private and public commercial trucking interests and government departments concerned with changes to trucking legislation. This office oversees the administration of government-industry committees and coordinates government offices developing trucking regulation reforms.

### TRANSPORTATION REGULATION

MTC 52

#### DEVELOPMENT BRANCH

1201 Wilson Ave., West Bldg.  
Downsview M3M 1J8  
416-248-3548

The branch promotes the safe and efficient highway transportation of people and goods within Ontario by: determining and evaluating regulatory program needs of **drivers** and **vehicles**, both private and commercial; providing information and liaison on matters relating to government policies concerning the **highway** carrier industries; preparing drafts for proposed legislation and regulation. Aids the Ontario Highway Safety Coordinator in his responsibility to promote and coordinate **highway safety** efforts through support of road user safety **education** in high schools; development and coordination of policies and programs designed to improve driver performance; and the annual publication of the 'Ontario Motor Vehicle Accident Facts Book'.

## TRANSPORTATION REGULATION OPERATIONS DIVISION

### SYSTEMS IMPROVEMENT OFFICE

MTC 53

2680 Keele St., East Bldg.  
Downsview M3M 3E6  
416-248-3717

The Systems Improvement Office is an internal systems support office serving the operational units within the Safety and Regulation Program. This office regulates maintenance and development needs relating to the Drivers, Vehicles and Compliance systems (for internal and external parties). Systems maintenance development is handled out of Toronto and the Kingston office located at 51 Queen St., Kingston K7K 1A3 (613-544-2220).

### COMPLIANCE BRANCH

MTC 54

#### HIGHWAY CARRIER LICENSING OFFICE

1201 Wilson Ave., East Bldg.  
Downsview M3M 1J8  
416-248-7146

Highway Carrier Licensing Office administers the **Public Vehicles Act** and the **Public Commercial Vehicles Act**. Issues licences to: public vehicles (PV), e.g., bus and charter



operations (248-7146); to public commercial vehicles (PCV), e.g., **truck**, tractors, dual purpose vehicles operating for hire in Ontario beyond the municipality of origin; and to **freight forwarders (FF)**. Issues **Class L permits** (single-trip) to U.S. common carriers for movements of freight-in-bond through Ontario to another destination, e.g., corridor movements. Applications for cartage licences within a municipality should be made at the Clerk's office in the municipality. Vehicle inspection and issuance of permits are carried out by the regional and district offices listed under this Ministry's Operations, Regional, Drivers and Vehicles Office entry, MTC 65.

**COMPLIANCE BRANCH  
INVESTIGATIONS AND PROSECUTIONS OFFICE**

MTC 55

1201 Wilson Ave., East Bldg.  
Downsview M3M 1J8  
416-248-7156

Investigations and Prosecutions Office conducts off-highway investigations of purported contraventions of the Motor Vehicle Transport (MVT, federal), Public Commercial Vehicle (PCV) and Public Vehicle (PV) Acts. Supports Ministry prosecutions under these Acts.

**COMPLIANCE BRANCH  
PROGRAM ADMINISTRATION OFFICE**

MTC 56

1201 Wilson Ave., West Bldg.  
Downsview M3M 1J8  
416-248-7151

The Program Administration Office promotes the delivery of uniform programs to the public by providing directives, operating procedures and technical expertise within the Compliance Branch.

**COMPLIANCE BRANCH  
RECIPROCITY AND PRORATE OFFICE**

MTC 57

1201 Wilson Ave., East Bldg.  
Downsview M3M 1J8  
416-248-7276

The Reciprocity and Prorate Office administers Ontario's participation in the **Canadian Agreement on Vehicle Registration (CAVR)**, which has been implemented by all ten Canadian provinces (excluding the territories). The objective of the agreement is to provide for the smooth and efficient movement of goods across provincial boundaries, allowing **trucking** companies and commercial carriers to apportion their licence fees in each participating province. It provides reciprocity for **registration of commercial motor vehicles (trucks and buses)** in two ways. Full and free reciprocity is provided for small **trucks, trailers, charter buses** and trucks carrying used household goods. Commercial vehicles not covered by full and free reciprocity may be registered in member jurisdictions and have the registration fees prorated based on the distance travelled in each jurisdiction.

COMPLIANCE BRANCH  
WEIGHTS AND DIMENSIONS OFFICE

MTC 58

1201 Wilson Ave., East Bldg.  
Downsview M3M 1J8  
416-248-3702/7405

This office contributes to the protection of Ontario roads by enforcement of controls on **vehicle** weights and dimensions. Responds to public and industry inquiries in the areas of oversize and overweight vehicle **permit** moves and issues permits applicable to these moves.

COMPLIANCE BRANCH  
VEHICLE STANDARDS OFFICE

MTC 59

1201 Wilson Ave., West Bldg.  
Downsview M3M 1J8  
416-248-3548

Provides consulting to the Ministry, other government agencies and the public regarding **vehicle** related legislation and regulations, vehicle safety standards, vehicle performance and handling characteristics.

COMPLIANCE BRANCH  
DANGEROUS GOODS TRANSPORTATION OFFICE

MTC 60

1201 Wilson Ave., West Bldg.  
Downsview M3M 1J8  
416-248-3435

This office coordinates the Province's role in the area of public safety and development of a uniform national code for the transportation of dangerous goods.

LICENSING AND CONTROL BRANCH

MTC 61

2680 Keele St., East Bldg.  
Downsview M3M 3E6

The Licencing and Control Branch regulates qualifications and performance of **drivers** and **vehicles** and maintains licensing, registration and conviction records for drivers and vehicles. The branch also provides **driver** and **vehicle** information to the public, the courts and law enforcement agencies. Vehicle licensing inquiries, call 416-244-1115; driver control inquiries (suspensions, demerit points), call 416-249-3303; driver licensing inquiries (renewals, change of address), call 416-249-8571; or contact nearest regional or district Drivers and Vehicles Office, MTC 65.

OPERATIONS, REGIONAL

OPERATIONS, REGIONAL

MTC 62

Operations, Regional of this Ministry are conducted through five regional and 18 district offices which perform pre-contract engineering, **construction** and maintenance activities and other functions associated with the **Provincial Highways Program**. In addition, they provide some of the program delivery functions of the Municipal Roads Program, Safety and Regulations Program and Air Program. These functions are described more fully under the following Operations, Regional entries: Administrative Services, Construction Office, Drivers and Vehicles Office, Engineering and Right-of-Way Office, Maintenance



Office, Municipal Roads Office, Remote Northern Transportation, Resources Planning and Scheduling. In addition to operating out of the five regional offices, the Drivers and Vehicles Office has 13 district offices and a number of driver examination centres (listed under the Operations, Regional, Drivers and Vehicles Office, MTC 65).

The 18 district offices assist municipal authorities in developing and maintaining a system of highways that meets municipal needs and is complementary to the provincial highways system. They provide advice to **municipalities** on construction and maintenance techniques when requested and authorize payment of Ministry **subsidy** funds to municipalities. In **unorganized territories** the district offices carry out construction or maintenance of local roads in cooperation with land owners. The offices also provide information on the conditions of provincial **roads** and **highways**. Listed below are the five regional and 18 district offices.

## CENTRAL REGION

5000 Yonge St.  
**Toronto M2N 6E9**  
 416-224-7400  
 If long distance dial  
 1-800-268-0637 (General Information)  
 1-800-268-1376 (Road Information)

*District #4*  
 P. O. Box 5020  
 1182 North Shore Blvd.  
**Burlington L7R 3Z9**  
 416-637-5625

*District #7*  
 P. O. Box 150  
 138 Hope St. N.  
**Port Hope L1A 3W3**  
 416-885-6381

*District #6*  
 5000 Yonge St.  
**Willowdale M2N 6E9**  
 416-224-7400

## EASTERN REGION

P. O. Box 4000  
 355 Counter St.  
**Kingston K7L 5A3**  
 613-544-2220  
 If long distance dial  
 1-800-267-0295 (General Information)  
 1-800-267-0284 (Road Information)

*District #10*  
 P. O. Box 300  
 64 Monck Rd.  
**Bancroft K0L 1C0**  
 613-332-3220  
 If long distance ask Operator  
 for Zenith 83580  
 (General & Road Information)

*District #8*  
 P. O. Box 4000  
 355 Counter St.  
**Kingston K7L 5A3**  
 613-544-2220

*District #9*  
 530 Tremblay Rd.  
**Ottawa K1G 0E4**  
 613-745-6841

## NORTHERN REGION

P. O. Box 477  
 McKeown Ave.  
**North Bay P1B 8L2**  
 705-472-7900  
 If long distance dial  
 1-800-461-9547 (General Information)  
 1-800-461-9523 (Road Information)

*District #16*  
 P. O. Box 820  
 50 Third Ave.  
**Cochrane P0L 1C0**  
 705-272-4333

*District #11*  
207 Main St.  
**Huntsville P0A 1K0**  
705-789-2391

*District #14*  
P. O. Box 1390  
Rockley Rd.  
**New Liskeard P0J 1P0**  
705-647-6761

*District #13*  
P. O. Box 477  
McKeown Ave.  
**North Bay P1B 8L2**  
705-472-7900

*District #17*  
P. O. Box 7000  
Station A  
**Sudbury P3A 4S2**  
705-522-9380

#### **NORTHWESTERN REGION**

615 James St. S.  
Station 'F'  
P. O. Box 1177  
**Thunder Bay P7C 4X9**  
807-577-6451  
If long distance dial  
1-800-465-6941 (General Information)  
1-800-465-6943 (Road Information)

*District #20*  
P. O. Box 1070  
808 Robertson St.  
**Kenora P9N 3X9**  
807-468-6494

*District #18*  
P. O. Box 500  
MacDougall St.  
**Sault Ste. Marie P6A 5M6**  
705-256-5682

#### **OPERATIONS, REGIONAL ADMINISTRATIVE SERVICES**

Regional and district offices provide a variety of services relating to financial, personnel, supply and support service matters to all program staff operating out of regional/district

*District #19*  
P. O. Box 96  
615 James St. S.  
**Thunder Bay P7C 4V7**  
807-577-6451

#### **SOUTHWESTERN REGION**

P. O. Box 6338  
659 Exeter Rd.  
**London N5V 2Y4**  
519-681-1441  
If long distance dial  
1-800-265-6072 (General Information)  
1-800-265-6070 (Road Information)

*District #1*  
P. O. Box 819  
60 Keil Dr.  
**Chatham N7M 5L3**  
519-354-1400

*District #2*  
P. O. Box 6008  
659 Exeter Rd.  
**London N5V 2Y4**  
519-681-1441

*District #5*  
P. O. Box 520  
1450 Seventh Ave. E.  
**Owen Sound N4K 5R1**  
519-376-7350

*District #3*  
P. O. Box 8  
581 Huron St.  
**Stratford N5A 6S8**  
519-271-3550



and field offices. These include payroll and related items; processing of accounts for payment; maintaining cost records and budgets; purchasing of goods and/or services and appropriate stockkeeping; supply and service tenders; communications (telephone, teletype); recruitment, classifications, counselling of staff, etc.; newspaper advertising; a variety of support services including secretarial, typing, furniture and office equipment ordering and record maintenance, etc.. See this Ministry's Operations, Regional entry, MTC 62, for a list of regional and district offices.

## OPERATIONS, REGIONAL CONSTRUCTION OFFICE

MTC 64

Through five Regional Construction Offices, the Ministry supervises contracts for the **construction** of new **highway** facilities and for rehabilitation and upgrading of the existing highways. The regional construction offices are located at this Ministry's five regional offices which are listed under the Operations, Regional entry, MTC 62.

## OPERATIONS, REGIONAL DRIVERS AND VEHICLES OFFICE

MTC 65

Operations, Regional, Drivers and Vehicles Office provides driver examination, vehicle inspection and highway carrier enforcement programs through five regional and 13 district offices in the Province. The offices hold driver examination tests for various classifications of **drivers** of **motor vehicles** including **motorcycles** and for driver education instructors, and issue drivers **licences** at 68 full-time centres and 98 travel points. Demerit system and driver improvement interviews are conducted at offices throughout the Province. The vehicle inspection function involves inspection of commercial motor vehicles, monitoring of **school** and non-commercial **bus** inspection, issuance of **safety** standard certificates, and operation of portable and permanent inspection lanes. Highway Carrier officers inspect commercial motor vehicles for compliance with weight and license legislation. Oversize/overweight **permits** are issued in districts on an annual, project and single-trip basis. The following is a list of the 5 regional offices and 13 district offices and the 68 full-time driver examination centres, arranged alphabetically by city or town.

## CENTRAL REGION

### Regional Office

5000 Yonge St.  
**Toronto M2N 6E9**  
416-224-7400  
If long distance dial  
1-800-268-7590(for vehicle inquiry)  
1-800-268-0637(for general inquiry)

*Vehicle Permits & Licences*  
1201 Wilson Ave.  
**Downsview M3M 1J8**  
416-248-7171

*Oversize/Overweight Permits*  
2680 Keele St., Main Flr.  
**Downsview M3M 3E6**  
416-248-7405

*Vehicle Inspection Lanes*  
262 Falstaff Ave.  
**Downsview M6L 2G1**  
416-248-3409

*District 21*

773 Warden Ave.

**Scarborough M1L 4C2**

416-750-3407

(Regional Municipality of Durham, the Counties of Northumberland, Peterborough & Victoria & those portions of the Regional Municipality of York & Metropolitan Toronto, situated east of Highway 11 (Yonge St.))

*Driver's Licences*

416-751-4952

*Bus & Truck Operations*

*Safety Inspection of Vehicles*

416-750-3407

*Vehicle Permits & Licences*

Queen's Park: 416-965-2206

*Oversize/Overweight Permits*

416-750-3407

*District 23*

370 Kenora Ave. N.

**Stoney Creek L8E 2W2**

416-561-5921

(County of Brant, the former County of Haldimand & the Regional Municipalities of Halton, Hamilton-Wentworth and Niagara)

*Driver's Licences*

416-561-5921

*Bus & Truck Operations*

416-561-5926

*Safety Inspection of Vehicles*

416-561-5927

*Vehicle Permits & Licences*

416-561-5921

*Oversize/Overweight Permits:*

Hamilton: 416-561-5921

St. Catharines: 416-685-6527

**EASTERN REGION**

**Regional Office**

533 Montreal St.

**Kingston K7L 5A3**

613-544-2220

If long distance dial

1-800-267-0295

**District Offices**

*District 41*

533 Montreal St.

**Kingston K7L 5A3**

613-544-2220

(Counties of Lennox, Addington, Hastings, Prince Edward, Frontenac, Leeds, Grenville and Stormont, Dundas & Glengarry)

*District 42*

1570 Walkley Rd.

**Ottawa K1V 6P5**

613-731-1760

(Counties of Lanark, Renfrew, Prescott, Russell and the Regional Municipality of Ottawa-Carleton)

*Driver's Licences*

613-731-1760

*Bus & Truck Operations*

*Safety Inspection of Vehicles*

*Oversize/Overweight Permits*

*Vehicle Permits & Licences*

613-731-6451

**NORTHERN REGION**

**Regional Office**

447 McKeown Ave.

P. O. Box 3030

**North Bay P1B 8L2**

705-472-7900

If long distance dial

1-800-461-9548



**District Offices***District 13*

447 McKeown Ave.

**North Bay P1B 8L2**

705-472-7900

(District of Parry Sound,  
Nipissing, the District  
Municipality of Muskoka & the  
Provisional County of Haliburton)*District 32*

83 Algonquin Blvd. W.

**Timmins P4N 2R4**

705-264-5349

(Districts of Timiskaming and  
Cochrane, Sudbury, Manitoulin and  
Eastern part of Algoma District  
and the Regional Municipality  
of Sudbury)*Driver's Licences*

705-264-5349

*Sudbury (Drivers & Vehicles)*

705-566-0315

*Bus & Truck Operations**Safety Inspection of Vehicles**Oversize/Overweight Permits*

705-264-2239

**NORTHWESTERN REGION****Regional Office**

615 James St. S.

Box 1177, Station 'F'

**Thunder Bay P7C 4X9**

807-577-6451

If long distance dial

1-800-465-6941 (switchboard)

1-800-465-6942 (driver's &amp; vehicles)

1-800-465-6943 (road information)

1-800-465-6944

**District Offices***District 62*

808 Robertson St.

Box 2250

**Kenora P9N 3X8**

807-468-6494

(Districts of Kenora  
& Rainy River)*Driver's Licences**Oversize/Overweight Permits**Bus & Truck Operations**Safety Inspection of Vehicles*

807-468-9715

*District 60*

370 Lake St.

**Sault Ste. Marie P6B 3L1**

705-254-4365

(District of Algoma)

*District 19*

615 James St. S.

**Thunder Bay P7C 4X9**

807-577-6451

(District of Thunder Bay)

*Vehicle Licensing**Driver's Licences**Oversize/Overweight Permits**Bus & Truck Operations**Safety Inspection of Vehicles*

807-475-4291

*Dryden Office*

479 Government Rd.

P. O. Box 3000

**Dryden P8N 3B3**

807-223-3237

*Fort Frances Office*

621 Mowat Ave.

P. O. Box 536

**Fort Frances P9A 3M8**

807-274-6623

**SOUTHWESTERN REGION**

**Regional Office**

659 Exeter Rd.  
P. O. Box 5338  
**London N6A 5H2**  
519-681-1441  
If long distance dial  
1-800-265-6072

**District Offices**

*District 33*

524 Belmont Ave. W.  
**Kitchener N2M 5E3**  
519-744-6641  
(Counties of Huron, Perth,  
Wellington, Bruce, Grey,  
Dufferin, Simcoe and the Regional  
Municipality of Waterloo)

*Driver's Licences*  
519-744-6340

*Bus & Truck Operations*  
519-744-1129

*Safety Inspection of Vehicles*  
519-744-1120

*Vehicle Permits & Licences*  
(Stratford) 519-271-0961

*Oversize/Overweight Permits:*  
Barrie: 705-726-1262  
Kitchener: 519-744-6340

*District 31*

659 Exeter Rd.  
**London N6A 5H2**  
519-681-1441  
(Counties of Elgin, Oxford,  
Middlesex and the former County  
of Norfolk)  
suspension information: 1-800-265-6073

*Bus & Truck Operations*  
*Safety Inspection of Vehicles*  
*Oversize/Overweight Permits*  
*Vehicle Permits & Licences*  
519-681-1441

*District 32*

2090 Wyandotte St. E.  
**Windsor N8Y 1E6**  
519-258-8312  
(Counties of Essex,  
Kent & Lambton)

*Driver's Licences*  
*Bus & Truck Operations*  
*Safety Inspection of Vehicles*  
519-258-8312

*Vehicle Permits & Licences*  
(Chatham) 519-352-6154

*Oversize/Overweight Permits:*  
Chatham: 519-352-6154  
Sarnia: 519-542-7707/8  
Windsor: 519-258-8312

**DRIVER EXAMINATION CENTRES**

96A Yonge St. S.  
**Aurora L4G 1M2**  
416-727-9331

64 Monck St.  
**Bancroft K0L 1C0**  
613-332-4441

The Duckworth Plaza  
353 Duckworth St.  
**Barrie L4M 3X8**  
705-726-1262

220 Dundas St. E.  
**Belleville K8N 1E3**  
613-962-8661/2

John Rhodes Driver Examination Centre  
7900 Airport Rd.  
**Brampton L6T 4N8**  
416-793-4336

14 Holiday Inn Dr.  
P. O. Box 1554  
**Brantford N3T 5V6**  
519-756-5735/0290



44 Parkdale Ave.  
**Brockville K6V 3G8**  
613-342-9772/9

Towers Plaza  
152 Plains Rd. W.  
**Burlington L7T 1E9**  
416-632-0446

261 Elgin St. N.  
Box 123  
**Cambridge N1R 5S9**  
519-623-0550

Court House  
**Cayuga NOA 1E0**  
416-772-5302

62 Keil Dr. S.  
**Chatham N7M 3G8**  
519-352-6154

154 Beech St.  
**Clinton N0M 1L0**  
519-482-7831

19 Charles St.  
**Cobourg K9A 2T4**  
416-372-9415

50 Third Ave.  
Bag 5000  
**Cochrane P0L 1C0**  
705-272-4333

120 Tollgate Rd. W.,  
**Cornwall K6J 5M3**  
613-933-8921/2

479 Government Rd.  
P. O. Box 3000  
**Dryden P8N 3B3**  
807-223-3237

375 Station Rd.  
Box 240  
**Espanola P0P 1C0**  
705-869-4884

621 Mowat Ave.  
Box 536  
**Fort Frances P9A 1Z2**  
807-274-6623

Victoria Grange Plaza  
25 Victoria Rd. N.  
**Guelph N1E 5G6**  
519-824-2790

370 Kenora Ave. N.  
**Stoney Creek L8E 2W2**  
416-561-5921

Mountain Plaza, Store U  
673 Upper James St.  
**Hamilton L9C 5R9**  
416-389-2242/3

21 Nelson St.  
**Hawkesbury K6A 1L4**  
613-632-4638

6 Queen St.  
**Kapuskasing P5N 1G7**  
705-335-4290

808 Robertson St.  
Box 2250  
Ontario Government Building  
**Kenora P9N 3X8**  
807-468-9715/5618

533 Montreal St.  
**Kingston K7K 3H9**  
613-544-2220 Ext. 347

40-B Lebel Ave.  
**Kirkland Lake P2N 2Y5**  
705-567-7911

524 Belmont Ave. W.  
**Kitchener N2M 5E3**  
519-744-6340/1

89 Erie St. N.  
**Leamington N8H 2Z7**  
519-326-2581

Ontario Government Building  
322 Kent St. W., Room 133  
**Lindsay K9V 2Z9**  
705-324-6431

659 Exeter Rd.  
Box 5338  
**London N6A 5H2**  
519-681-2501 (recording)  
519-681-2503 (direct line)

578 King St.  
**Midland L4R 4P3**  
705-526-9471

500 Rockley Rd.  
Box 1209  
**New Liskeard P0J 1P0**  
705-647-5406

Stamford Green Plaza  
3495 Portage Rd. N.  
**Niagara Falls L2J 2K5**  
416-356-0742/4346

447 McKeown Ave.  
Box 3030  
**North Bay P1B 8L2**  
705-474-3620

Oaktown Plaza  
568 Kerr St.  
**Oakville L6K 3C7**  
416-845-0451

70 First St., Ste. 101  
**Orangeville L9W 2E5**  
519-941-6861

I.G.A. Plaza  
404 Lacie St.  
**Orillia L3V 4P5**  
705-326-9293

67 Thornton Rd. S.  
**Oshawa L1J 5Y1**  
416-728-7616/7505

1570 Walkley Rd.  
**Ottawa K1V 6P5**  
613-731-1760

1450 Seventh Ave. E.  
**Owen Sound N4K 5R1**  
519-376-2342

513 Eganville Rd.  
**Pembroke K8A 4E6**  
613-732-7041

164 Sherbrooke St.  
**Peterborough K9J 2N3**  
705-745-2332

Rm. M1-20, Macdonald Block  
**Queen's Park, Toronto**  
416-965-2206

32 Duke Ave.  
**Renfrew K7V 3B9**  
613-432-4556

512 Welland Ave.  
**St. Catharines L2M 5V5**  
416-685-6527

7-B First Ave.  
**St. Thomas N5R 4M3**  
519-633-1690

1362 Lambton Mall Rd., Ste. 4  
**Sarnia N7S 5A1**  
519-542-7707

370 Lake St.  
**Sault Ste. Marie P6B 3L1**  
705-254-4365

773 Warden Ave.  
**Scarborough M1L 4C2**  
416-751-4952

599 Banks St.  
**Simcoe N3Y 3N3**  
519-426-6722



10 Church St. W.  
**Smiths Falls K7A 1P5**  
613-283-2815

581 Huron St.  
**Stratford N5A 5T8**  
519-271-0961

200 Metcalfe St. E.  
**Strathroy N7G 1P8**  
519-245-1020

Montrose Mall  
782 LaSalle Blvd.  
**Sudbury P3A 1X4**  
705-566-0315

615 James St. S.  
Box 1177, Station 'F'  
**Thunder Bay P7C 4X9**  
807-475-4291

56 Brook St. E.  
**Tillsonburg N4G 1Z6**  
519-842-5739

83 Algonquin Blvd. W.  
**Timmins P4N 2R4**  
705-264-5349

262 Falstaff Ave.  
**Toronto M6L 2G1**  
416-248-7211

82 Division St.  
**Trenton K8V 4W5**  
613-392-3346

220 Ridout St  
**Walkerton N0G 2V0**  
519-881-3400

11B Second Ave.  
Box 497  
**Wawa P0S 1K0**  
705-856-7086

A & P Plaza  
325 Thorold St. W.  
**Welland L3C 3W4**  
416-732-3132/3321

449 Main St. E.  
**Winchester K0C 2K0**  
613-774-2206

2090 Wyandotte St. E.  
**Windsor N8Y 1E6**  
519-258-8312

Springbank Shopping Plaza  
212 Springbank Ave.  
**Woodstock N4S 7R3**  
519-539-2223

## OPERATIONS, REGIONAL ENGINEERING AND RIGHT-OF-WAY OFFICE

MTC 66

An Engineering and Right-of-Way Office is located at each of the Ministry's five regional offices which are listed under the Operations, Regional entry, MTC 62. Each office manages all pre-construction engineering activities, **environmental assessment**, property acquisition and disposal required for the Ministry's **highway** improvement programs. The Planning and Design Section prepares preliminary designs and assessments of existing and future highway systems; prepares detailed project and contract designs; administers, directs and coordinates activities to ensure that detailed design contract packages conform to the Environmental Assessment Act; ensures compatibility of public and private developments with existing highway facilities and future improvements. The Surveys and Plans Section provides all engineering and land **surveys** and aerial **photograph** interpretation in the region. The Property Section acquires, manages, leases and sells the Ministry's **property** holdings. The Geotechnical Section conducts investigations and evaluations of existing **soil** conditions, recommends embankments and pavement designs, and specifies retaining wall and culvert foundation capacities; identifies and tests aggregate

sources suitable for use by ministry contractors. The Structural Section undertakes structural and **hydrological** designs.

#### OPERATIONS, REGIONAL MAINTENANCE OFFICE

MTC 67

The **Highway Maintenance Program** for all districts in the region is coordinated, approved and monitored through an office in each of the regional offices (see list under this Ministry's Operations, Regional entry, MTC 62). These offices manage **construction** and maintenance programs associated with patrol yards and buildings. Through their Traffic Section, they collect **traffic statistics**, conduct traffic operations studies, determine **road** information sign and traffic signal locations and provide traffic engineering services upon request from authorities external and internal to the Ministry.

#### OPERATIONS, REGIONAL MUNICIPAL ROADS OFFICE

MTC 68

Approves and authorizes **financial assistance** to **municipalities** through the Ministry's municipal **road** programs, within policy guidelines as established by Head Office. A Municipal Roads Office is located at each of the Ministry's five regional offices which are listed under the Operations, Regional entry, MTC 62.

#### OPERATIONS, REGIONAL REMOTE NORTHERN TRANSPORTATION

MTC 69

615 James St. S.

P.O. Box 1177, Postal Station 'F'

Thunder Bay P7C 4X9

807-557-6451

This office, located in the northwestern regional headquarters, is responsible for the **construction** and ongoing maintenance of remote **airports** in **Northern Ontario**. For information on provincial policy on aviation matters, see this Ministry's Air Office entry, MTC 37.

#### OPERATIONS, REGIONAL RESOURCES PLANNING AND SCHEDULING

MTC 70

A Resources Planning and Scheduling Office is located at each of this Ministry's regional offices except the northwestern region (see the Operations, Regional entry, MTC 62, for a list of regional offices). The offices provide **computer** services, staff training and development, **personnel** management and management **systems development** to each region (excluding northwestern). They coordinate the development of improvements to the **highway** system within the regions as part of the Provincial Highways Program.

#### AGENCIES

For some background information on ministerial agencies, boards and commissions, see the first entry under Royal Commissions, Special Purpose Bodies and Others (COMM 1). Some of this Ministry's agencies are listed below. For information on agencies not listed, contact this Ministry's information or communications branch.



## ONTARIO TELEPHONE SERVICE COMMISSION

MTC 71

3625 Dufferin St., Ste. 200

Downsview M3K 1Z2

416-248-3831

The Ontario Telephone Service Commission (OTSC) is responsible for regulating the providers of **telephone** services under provincial jurisdiction, under the **Telephone Act**. There are 31 telephone systems under the jurisdiction of the Ontario Telephone Service Commission. Bell Canada is not under this jurisdiction; it reports to the Canadian Radio-Television and Telecommunications Commission (CRTC).

## GO TRANSIT

TORONTO AREA TRANSIT OPERATING  
AUTHORITY

MTC 72

555 Wilson Ave.

Downsview M3H 5Y6

416-630-5220

GO Transit is an inter-regional **transit** system serving Metro Toronto and the surrounding Regions of Durham, York, Peel, Halton and Hamilton-Wentworth. GO (for Government of Ontario) administers the system, and contract operators handle the day to day service: CN Rail and CP Rail for GO Train Service, and Gray Coach Lines, Travelways and Charterways for GO Bus service. For information on timetables and fares, phone local GO Transit number (in Toronto, 630-3933). GO reports to the Legislature through the Minister of Transportation and Communications.

## LICENCE SUSPENSION APPEAL BOARD

MTC 73

1201 Wilson Ave., East Bldg.

Downsview M3M 1J8

416-248-3845

The Board hears appeals: from persons whose **driver's** or **vehicle licence** has been suspended under the **Highway Traffic Act, Section 27**; and concerning the refusal, revocation or conditions of **motor vehicle inspection station licences** under the **Highway Traffic Act, Section 58**.

## ACTS

## ACTS

MTC 74

The following is a list of Acts administered by the Ministry of Transportation and Communications. For information on which branches administer the Acts, see Key Word Index or contact this Ministry's legal service branch or information/communications branch.

Airports Act

Blue Waters Bridge Act

Bridges Act

Commuter Services Act

Dangerous Goods Transportation Act, 1981 (requires proclamation)

Ferries Act

Highway Traffic Act

Local Roads Boards Act

Ministry of Transportation and Communications Act

Ministry of Transportation and Communications Creditors Payment Act

Motorized Snow Vehicles Act

Municipal Electric Railways Act

Muskoka & Parry Sound Telephone Co., Limited Aquisition Act, 1978

Ontario Highway Transport Board Act

Ontario Telephone Development Corporation Act

Ontario Transportation Development Corporation Act

Public Commercial Vehicles Act

Public Service Works on Highways Act

Public Transportation and Highways Improvement Act

Public Vehicles Act

Railways Act

Statute Labour Act (Part)

Telephone Act

Toll Bridges Act

Toronto Area Transit Operating Authority Act

Township of Pelee Act, 1978

Urban Transportation Development Corporation Ltd. Act



## MINISTRY OF TREASURY AND ECONOMICS

Frost Bldg. South

Queen's Park, Toronto M7A 1Y7

A Treasury department in Ontario was first established in 1867. Over the years it has been a part of various other government departments including Education, Commerce, Development and Federal and Provincial Relations. In 1972, certain sections of the Department of Municipal Affairs and the Department of Treasury and Economics were combined to form the Ministry of Treasury, Economics and Intergovernmental Affairs. The Ministry of Treasury and Economics was established under the Ministry of Treasury and Economics Act, 1978.

The Ministry of Treasury and Economics recommends fiscal, economic and regional policies within the Ontario government. The Ministry deals with taxation and fiscal policy (including development of the Provincial Budget), economic policy and analysis, regional economic development, provincial borrowing and accounting, and statistical information.

### DEPUTY MINISTER'S OFFICE

#### OFFICE OF LEGAL SERVICES

TREASURY 1

Frost Bldg. S., 5th Flr.

Queen's Park, Toronto M7A 1Y7

416-965-5239

Office of Legal Services provides legal services for the Ministry of Treasury and Economics and the Ontario Economic Council. The office counsels the Ministry on legal matters, including the interpretation of statutes and regulations and the preparation and review of proposed legislation, regulations and other legal documents. It supplies the Ministry with general legal services such as preparing litigation, the settling of claims, acting at court hearings, etc.. It is responsible to the Attorney General's Office.

#### BOARD OF INDUSTRIAL LEADERSHIP AND DEVELOPMENT

TREASURY 2

Frost Bldg. N., 6th Flr.

Queen's Park, Toronto M7A 1Y7

416-965-9852

The **Board of Industrial Leadership and Development (BILD)** is a Committee of Cabinet, chaired by the Treasurer of Ontario, with the responsibility for consolidating and coordinating Ontario's **economic development** strategy and providing a focus for **economic liaison** with the federal government and other concerned interests, including the private sector. This Cabinet Committee now consists of the Chairman and eight Ministers. The BILD Secretariat (965-9852) supports the Board of Ministers who administer their own projects. The Secretariat can provide referral to specific **BILD projects** and the ministries responsible for them.

## SUPPORT SERVICES

### INTERNAL AUDIT SERVICES BRANCH

TREASURY 3

1075 Bay St., 4th Flr.

Toronto M7A 1Y7

416-965-5123

Internal Audit Services Branch conducts comprehensive audits to provide a systematic, independent review and appraisal of all operations of the Ministry, its agencies and clients for the purpose of advising management with regard to the efficiency, economy and effectiveness of internal controls and management practices. Clients include the Ministry of Intergovernmental Affairs, Ministry of Energy, Management Board, Civil Service Commission and Niagara Escarpment Commission.

### MANAGEMENT SERVICES BRANCH

TREASURY 4

Frost Bldg. S., 5th Flr.

Queen's Park, Toronto M7A 1Y7

416-965-5500

Management Services Branch coordinates, develops and monitors the Ministry's systems for the allocation and utilization of resources and its results-oriented system of management; monitors the Ministry's organization and conducts studies as required; and coordinates the Ministry's relationships with the Management Board Secretariat.

### ACCOUNTS AND OFFICE SERVICES BRANCH

TREASURY 5

1075 Bay St., 4th Flr.

Toronto M7A 1Y7

416-965-4085

Accounts and Office Services Branch performs the accounting and office support (administrative services) for the Ministry of Treasury and Economics. Also provides the same services for the Ontario Economic Council, Niagara Escarpment Commission, Ministry of Intergovernmental Affairs, Ministry of Energy, Ontario Energy Board, Management Board Secretariat and Civil Service Commission.

The general accounting functions include sharing payroll functions with the Ministry's Personnel Branch; expense account services; accounts payable; and financial liaison with the Provincial Auditor and other government ministries and agencies.

The administrative services include the purchasing of goods and services, supply management, printing, duplicating and word processing services, mail and transportation services, records management, assets management, and the maintenance of policy and procedures manuals (e.g., Manual of Administration). The branch provides liaison with the Ministry of Government Services to coordinate common services such as telephones, acquisition and design of office accommodation and purchasing of commonly used supplies. The branch is also responsible for office safety supervision.

### COMMUNICATIONS GROUP

TREASURY 6

Frost Bldg. S., 5th Flr.

Queen's Park, Toronto M7A 1Y7

416-965-7171

Communications Group provides information services for the Ministry of Treasury and Economics. The Communications Group informs the public, client groups and the media



about the ministry's activities. It establishes the ministry's communications policy and advises its branches on communications problems. The group provides communications support to the Minister and the Deputy Minister. Its activities include media liaison, answering public inquiries, producing and distributing audio-visual materials, publications and news releases.

#### LIBRARY SERVICES BRANCH

TREASURY 7

Frost Bldg. N., Main Flr.

Queen's Park, Toronto M7A 1Y8

416-965-2314

Library Services Branch operates a **library** which has reference materials for use by this Ministry, the Ministry of Intergovernmental Affairs, Civil Service Commission, Management Board, and their agencies, and to a lesser extent, by other provincial and federal ministries. The library has one index which may be of interest to municipalities and the public: an index to **legislation** in the form of private acts in Ontario since 1867.

#### PERSONNEL BRANCH

TREASURY 8

1075 Bay St., 4th Flr.

Toronto M7A 1Y7

416-965-6171

Personnel Branch performs the **personnel** functions for the Ministry of Treasury and Economics, the Ministry of Intergovernmental Affairs, the Ministry of Energy, Ontario Energy Board, Ontario Energy Corporation and the Niagara Escarpment Commission. Personnel Branch works mainly in an advisory capacity with line managers who have primary responsibility for personnel matters within their units. Personnel Branch is responsible for the establishment of ministry personnel policies and procedures, the establishment of appropriate classification and compensation levels for all ministry employees, staff recruitment, employee counselling, the investigation of employee grievances, and all matters affecting working conditions and performance. Personnel Branch maintains the ministry's personnel, payroll and employee benefit records. It also provides liaison between the Ministry and the Civil Service Commission, Management Board of Cabinet, and the Ontario Public Service Employees Union (OPSEU). The branch is also involved with this ministry's **Affirmative Action Program** to improve the status of Ontario Government female employees with the ultimate aim of ensuring equal opportunity for women.

#### TREASURY DIVISION

##### FINANCE MANAGEMENT BRANCH

TREASURY 9

Frost Bldg N., 2nd Flr.

Queen's Park, Toronto M7A 1Y7

416-965-2914

Finance Management Branch provides policy recommendations, implementation and **research** in **public finance** to ensure sound strategy and to preserve Ontario's credit worthiness; controls and manages the government's cash flows to ensure that obligations are met without default and that surplus funds are **invested**; provides direction for the Province's centralized financing policy and government **debt** management requirements including the issuance and retirement of Province of Ontario debt **securities** (**debentures** and **treasury bills**); coordinates overall debt policy for the public and non-public financ-

ing of the Province, Ontario Hydro and all boards, commissions and agencies utilizing the provincial guarantee.

## FINANCIAL INFORMATION AND ACCOUNTING POLICY BRANCH

TREASURY 10

Frost Bldg. N., 2nd Flr.

Queen's Park, Toronto M7A 1Y7

416-965-5273

Financial Information and Accounting Policy Branch manages Ontario's requirements in overall government **accounting**, control and consolidated **public** and internal **financial** reporting. Specifically, it: maintains records of all **Consolidated Revenue Fund** transactions; prepares reports for use by the Treasurer before the Legislature, the public and the financial community, e.g., **Public Accounts**, and prospectuses of **debentures**; operates central financial information systems by analyzing and consolidating data on revenues, expenditures, budgets and forecasts; provides all ministries and agencies with direction on financial transactions to ensure quality and comprehension of accounting and financial management policies; coordinates interministry effort on 'in-house' systems to ensure compatibility with central financial information systems; provides expertise on all accounting and financial matters as referred by Management Board and all ministries and agencies; provides liaison with the **banking** community.

## SECURITIES BRANCH

TREASURY 11

Frost Bldg. N., Main Flr.

Queen's Park, Toronto M7A 1Y7

416-965-6691

Outside Toronto, call 1-800-268-7098 toll free

Securities Branch acts as registrar and transfer agent of the provincial public **debt** issues, both domestic and foreign. The branch is responsible for the prompt payment of **interest** on the public debt; supplies **investors** with information on transfer requirements; arranges for complete service of **debentures** from issue to maturity. Also provides support for the programs of the Finance Management Branch in the **investments** of the Province and holds in safekeeping **securities** deposited with the Province by the public in accordance with the regulations of provincial legislation.

## OFFICE OF THE BUDGET AND INTERGOVERNMENTAL FINANCE

### PENSION AND INCOME SUPPORT POLICY BRANCH

TREASURY 12

Frost Bldg. S., 5th Flr.

Queen's Park, Toronto M7A 1Y7

416-965-2194

The branch is responsible for the formulation of Ontario's overall **pension** and income support policy. Undertakes and coordinates **research**, analysis and **policy** development in the pension and income support field within Treasury and Economics and when appropriate, across ministries.



## INTERGOVERNMENTAL FINANCE POLICY BRANCH

TREASURY 13

Frost Bldg. S., 5th Flr.  
Queen's Park, Toronto M7A 1Y7  
416-965-3505

Activities centre around financial transfers from the federal government to Ontario and from Ontario to its local governments. The branch monitors, analyses, and negotiates **federal-provincial** agreements and provides information and advice on trends in fiscal federalism. It monitors and coordinates the level and distribution of grants to **municipalities** and **school boards**, and advises on specific grant issues. The branch provides a comprehensive perspective on each sector, as well as an integrated approach to financial issues involving all three levels of government.

## FISCAL PLANNING POLICY BRANCH

TREASURY 14

Frost Bldg. S., 4th Flr.  
Queen's Park, Toronto M7A 1Y7  
416-965-5171

Fiscal Planning Policy Branch is responsible for the coordination and preparation of the Province's fiscal plan which is published annually in the **Budget** and updated quarterly in **Ontario Finances**.

## TAXATION POLICY BRANCH

TREASURY 15

Frost Bldg. S., 4th Flr.  
Queen's Park, Toronto M7A 1Z2  
416-965-5058

The **Taxation** Policy Branch monitors the Ontario tax system and analyzes alternative tax options. Makes recommendations as to the appropriate level and mix of **taxation** in the Province of Ontario.

## OFFICE OF ECONOMIC POLICY

### ECONOMIC DEVELOPMENT BRANCH

TREASURY 16

Frost Bldg. N., 6th Flr.  
Queen's Park, Toronto M7A 1Z3  
416-965-0448

Economic Development Branch functions include: development and recommendation of **economic** development policies concerning broad strategies for the economic regions in Ontario; analysis of specific economic development proposals and issues with significant regional impact and the development of appropriate policy options; analysis of sectors with major economic and regional development significance; coordination of negotiations with the **Department of Regional and Industrial Expansion** on behalf of the Province; project development, analysis and monitoring for the **Regional Priority Budget** in Southern Ontario.

## ECONOMIC POLICY BRANCH

TREASURY 17

Frost Bldg. N., 5th Flr.

Queen's Park, Toronto M7A 1Z1

416-965-2999

Economic Policy Branch conducts **research** and develops **economic** policy strategies in the following areas: the development of **industry** and finance, **anti-inflation**, **energy**, **international trade**, interprovincial trade, competition, **manpower** and **employment** policy, and short- and medium-term economic forecasts.

## STATISTICAL SERVICES BRANCH

TREASURY 18

Frost Bldg. N., 3rd Flr.

Queen's Park, Toronto M7A 1Y9

416-965-6556

Statistical Services Branch coordinates **statistical** activities throughout the Provincial Government as well as with Statistics Canada and other statistical agencies; administers The Statistics Act, RSO 1980; publishes selected statistical reports and bulletins, including '**Ontario Statistics**', a 600 page compendium of social and **economic** statistics, and an 'Index of Statistical Files in the Ontario Government', both available from the Ontario Government Bookstore, 880 Bay St., Toronto, M7A 1N8 (see entry MGS 30). Provides statistical information in the fields of social statistics such as demographics and labour statistics (965-6613); economic accounts and other economic indicators (965-2217); manufacturing and sectoral data (965-7078); government expenditure and revenue as well as providing advisory services in statistical methods and techniques (965-3792).

## AGENCIES

For some background information on ministerial agencies, boards and commissions, see the first entry under Royal Commissions, Special Purpose Bodies and Others (COMM 1). Some of this Ministry's agencies are listed below. For information on agencies not listed, contact this Ministry's information or communications branch.

## ONTARIO ECONOMIC COUNCIL

TREASURY 19

81 Wellesley St. E.

Toronto M4Y 1H6

416-965-4315

**Ontario Economic Council (OEC)** is an advisory group reporting to the Ontario government and the public on a wide range of **economic** and other matters such as **urban affairs**, **social security**, **health and education** policy. The Council seeks to create a greater awareness and public understanding of socio-economic issues. It coordinates its work with the **Economic Council of Canada** and Ontario government ministries. Publishes an annual report which details **research** publications and work in progress. The Council also operates a **library**.

## ONTARIO EDUCATION CAPITAL AID CORPORATION

TREASURY 20

Frost Bldg. S., 5th Flr.

Queen's Park, Toronto M7A 1Y7

416-965-2451

The Ontario Education Capital Aid Corporation (TOECAC) was established in 1966 to



purchase debenture issues for school purposes by municipalities and school boards. TOECAC'S debenture purchase program was terminated in March 1980, and was replaced by a system of direct capital transfer payments from the Ministry of Education. As a consequence, TOECAC'S activities are limited to monitoring the existing loan portfolio and the collection and remission to the Treasurer of Ontario of ongoing principal and interest payments.

**ONTARIO MUNICIPAL IMPROVEMENT CORPORATION**

**TREASURY 21**

Frost Bldg S., 5th Flr.  
Queen's Park, Toronto, M7A 1Y7  
416-965-2451

**The Ontario Municipal Improvement Corporation (OMIC)** was established in 1950. The Corporation may purchase debentures from smaller municipalities (under 20,000 population) or school boards on a last resort basis in the event of their being unable to sell to advantage elsewhere. The Corporation also provides advice to potential borrowers on public markets and the expectations of private investors. OMIC'S lending rate varies periodically with market fluctuations, and contemporary rates are available on request.

**ONTARIO UNIVERSITIES CAPITAL AID CORPORATION**

**TREASURY 22**

Frost Bldg S., 5th Flr.  
Queen's Park, Toronto M7A 1Y7  
416-965-2451

**The Ontario Universities Capital Aid Corporation (TOUCAC)** was established in 1964 to purchase debentures issued for capital construction by universities, colleges and certain related institutions. TOUCAC'S debenture purchase program was terminated in March, 1978, and was substituted by a system of capital transfer payments, administered principally by the Ministry of Colleges and Universities. As a consequence, TOUCAC'S activities are limited to monitoring the existing loan portfolio and the collection and remission to the Treasurer of Ontario of ongoing principal and interest payments.

**ONTARIO MUNICIPAL EMPLOYEES RETIREMENT BOARD**

**TREASURY 23**

2 Bloor St. W., 27th Flr.  
Toronto M4W 3E2  
416-967-0637  
Investment Department 416-967-3739

The Board administers the **Ontario Municipal Employees Retirement System (OMERS)** Act which provides pension plans for employees of municipalities and local boards in Ontario.

**INFLATION RESTRAINT BOARD**

**TREASURY 24**

Manulife Centre, 3rd Flr.  
55 Bloor St., W.  
Toronto M4W 1A5  
416-963-2268

The Board administers the **Inflation Restraint Act** by controlling the compensation increases of public and para-public sector employees; by investigating and reporting on

price increases that are referred to the Inflation Restraint Board by the Minister of Consumer and Commercial Relations; by monitoring private sector price and wage changes within Ontario, and by promoting public understanding of the inflationary process. Any inquiries may be directed to the information hotline at 963-2268. Collect calls are accepted.

## ACTS

### ACTS

### TREASURY 25

The following is a list of Acts administered by the Ministry of Treasury and Economics. For information on which branches administer the Acts, see the Key Word Index or contact this Ministry's legal service branch or information/communications branch.

Audit Act  
 Farm Loans Act  
 Farm Loans Adjustment Act  
 Financial Administration Act  
 Gold Clauses Act  
 Inflation Restraint Act, 1982  
 Ministry of Treasury and Economics Act  
 Ontario Economic Council Act  
 Ontario Education Capital Aid Corporation Act  
 Ontario Loan Act  
 Ontario Municipal Employees Retirement System Act  
 Ontario Municipal Improvement Corporation Act  
 Ontario Universities Capital Aid Corporation Act  
 Statistics Act  
 Supply Act



# Ministerial Responsibility for Acts

- |  |  |
|--|--|
| Abandoned Orchards Act<br>(Agriculture & Food)                                 | Ambulance Act (Health)   |
| Absconding Debtors Act (Attorney General)                                      | An Act To Confirm the Title of the Government of Canada to Certain Lands and Indian Lands, 1891 (Natural Resources)                                    |
| Absentees Act (Attorney General)   | An Act for the Settlement of Certain Questions Between the Governments of Canada and Ontario Respecting Indian Reserve Lands, 1891 (Natural Resources) |
| Accidental Fires Act (Attorney General)  | Anatomy Act (Solicitor General)  |
| Accumulations Act (Attorney General)   | Anglican Church of Canada Act (Attorney General)   |
| Administration of Justice Act (Attorney General)                               | Animals for Research Act (Agriculture & Food)  |
| Age of Majority and Accountability Act (Attorney General)                      | Apportionment Act (Consumer & Commercial Relations)  |
| Agricultural Associations Act (Agriculture & Food)                             | Apprenticeship and Tradesmen's Qualification Act (Colleges & Universities)   |
| Agricultural Committees Act (Agriculture & Food)                               | Arbitrations Act (Attorney General)  |
| Agricultural Development Finance Act (Revenue)                                 | Architects Act (Attorney General)  |
| Agricultural Rehabilitation and Development Act (Ontario) (Agriculture & Food) | Archives Act (Citizenship & Culture)   |
| Agricultural Representatives Act (Agriculture & Food)                          | Art Gallery of Ontario Act (Citizenship & Culture)   |
| Agricultural Research Institute of Ontario Act (Agriculture & Food)            | Artificial Insemination of Livestock Act (Agriculture & Food)  |
| Agricultural Societies Act (Agriculture & Food)                                | Arts Council Act (Citizenship & Culture)   |
| Agricultural Tile Drainage Installation Act (Agriculture & Food)               | Assessment Act (Revenue)   |
| Airports Act (Transportation & Communications)                                 | Assessment Review Court Act (Attorney General)   |
| Alcoholism and Drug Addiction Research Foundation Act (Health)                 | Assignments and Preferences Act (Consumer & Commercial Relations)  |
| Algonquin Forestry Authority Act (Natural Resources)                           | Athletics Control Act (Consumer & Commercial Relations)  |
| Algonquin Provincial Park Extension Act, 1960-61 (Natural Resources)           | Audit Act (Treasury & Economics)   |
| Aliens' Real Property Act (Attorney General)                                   | Audit Act (Provincial Auditor)   |
|  | Bail Act (Attorney General)  |

- |  |   |
|--|---|
| Bailiffs Act (Consumer & Commercial Relations)                     | Business Practices Act (Consumer & Commercial Relations)                            |
| Barrie-Innisfil Annexation Act, 1981 (Municipal Affairs & Housing) | Business Records Protection Act (Attorney General)                                  |
| Barristers Act (Attorney General)                                  | Canada Company's Lands Act, 1922 (Natural Resources)                                |
| Beach Protection Act (Natural Resources)                           | Cancer Act (Health)   |
| Beds of Navigable Waters Act (Natural Resources)                   | Cancer Remedies Act (Health)  |
| Beef Cattle Marketing Act (Agriculture & Food)                     | Carleton University Act, 1952 (Colleges & Universities)                             |
| Bees Act (Agriculture & Food)                                      | Cemeteries Act (Consumer & Commercial Relations)                                    |
| Bills of Sale Act (Consumer & Commercial Relations)                | Centennial Centre of Science and Technology Act (Citizenship & Culture)             |
| Blind Persons' Rights Act (Attorney General)                       | Certification of Titles Act (Consumer & Commercial Relations)                       |
| Blind Workmen's Compensation Act (Labour)                          | Change of Name Act (Attorney General)   |
| Blue Waters Bridge Act (Transportation & Communications)           | Charitable Gifts Act (Attorney General)   |
| Boilers and Pressure Vessels Act (Consumer & Commercial Relations) | Charitable Institutions Act (Community & Social Services)                           |
| Boundaries Act (Consumer & Commercial Relations)                   | Charities Accounting Act (Attorney General)   |
| Brantford-Brant Annexation Act, 1980 (Municipal Affairs & Housing) | Child Welfare Act (Community & Social Services)                                     |
| Bread Sales Act (Consumer & Commercial Relations)                  | Child Welfare Municipal Payments Continuance Act (Community & Social Services)      |
| Bridges Act (Transportation & Communications)                      | Chiropody Act (Health)  |
| Brock University Act, 1964 (Colleges & Universities)               | Child Welfare Validation of Adoption Orders Act, 1980 (Community & Social Services) |
| Brucellosis Act (Agriculture & Food)                               | Children's Institutions Act (Community & Social Services)                           |
| Building Code Act (Municipal Affairs & Housing)                    | Children's Law Reform Act (Attorney General)  |
| Bulk Sales Act (Attorney General)                                  | Children's Mental Health Services Act (Community & Social Services)                 |
| Bull Owners' Liability Act (Agriculture & Food)                    | Children's Probation Act (Community & Social Services)                              |
| Business Corporations Act (Consumer & Commercial Relations)        |   |



- Children's Residential Services Act  
(Community & Social Services)
- Children's Services Transfer Act,  
1977 (Community & Social  
Services)
- City of Cornwall Annexation Act,  
1974 (Municipal Affairs &  
Housing)
- City of Gloucester Act, 1980  
(Municipal Affairs & Housing)
- City of Hamilton Act, 1975  
(Municipal Affairs & Housing)
- City of Hazeldean-March Act, 1978  
(Municipal Affairs & Housing)
- City of Nepean Act, 1978 (Municipal  
Affairs & Housing)
- City of Ottawa Road Closing &  
Conveyance Validation Act, 1981  
(Municipal Affairs & Housing)
- City of Port Colborne Act, 1974  
(Municipal Affairs & Housing)
- City of Sudbury Hydro-Electric  
Service Act, 1980 (Municipal  
Affairs & Housing)
- City of Thorold Act, 1975  
(Municipal Affairs & Housing)
- City of Thunder Bay Act, 1968-69  
(Municipal Affairs & Housing)
- City of Timmins-Porcupine Act,  
1972 (Municipal Affairs &  
Housing)
- City of Toronto 1981 Assessment  
Act Complaints Act, 1982  
(Revenue)
- Collection Agencies Act (Consumer  
& Commercial Relations)
- Colleges Collective Bargaining Act  
(Colleges & Universities)
- Commercial Tenancies Act  
(Requires Proclamation)  
(Attorney General)
- Commissioners for Taking Affidavits  
Act (Attorney General)
- Commodity Board Members Act  
(Agriculture & Food)
- Commodity Boards and Marketing  
Agencies Act (Agriculture &  
Food)
- Commodity Futures Act (Consumer  
& Commercial Relations)
- Community Psychiatric Hospitals  
Act (Health)
- Community Recreation Centres Act  
(Tourism & Recreation)
- Commuter Services Act  
(Transportation &  
Communications)
- Compensation for Victims of Crime  
Act (Attorney General)
- Compulsory Automobile Insurance  
Act (Consumer & Commercial  
Relations)
- Condominium Act (Consumer &  
Commercial Relations)
- Conservation Authorities Act  
(Natural Resources)
- Consolidated Hearings Act, 1981  
(Environment)
- Constitutional Questions Act  
(Attorney General)
- Consumer Protection Act  
(Consumer & Commercial  
Relations)
- Consumer Protection Bureau Act  
(Consumer & Commercial  
Relations)
- Consumer Reporting Act (Consumer  
& Commercial Relations)
- Conveyancing and Law of Property  
Act (Attorney General)
- Cooperative Corporations Act  
(Consumer & Commercial  
Relations)
- Cooperative Health Services of  
Ontario Assets Protection Act,  
1981 (Consumer & Commercial  
Relations)
- Cooperative Loans Act (Agriculture  
& Food)

- Coroners Act (Solicitor General)
- Corporation Securities Registration Act (Consumer & Commercial Relations)
- Corporations Act (Consumer & Commercial Relations)
- Corporations Information Act (Consumer & Commercial Relations)
- Corporations Tax Act (Revenue)
- Costs of Distress Act (Attorney General)
- County Court Judges' Criminal Courts Act (Attorney General)
- County Courts Act (Attorney General)
- County Judges Act (Attorney General)
- County of Haliburton Act
- County of Middlesex Act, 1979 (Government Services)
- County of Oxford Act (Municipal Affairs & Housing)
- Creditors' Relief Act (Attorney General)
- Credit Unions and Caisses Populaires Act (Consumer & Commercial Relations)
- Crop Insurance Act Ontario (Agriculture & Food)
- Crown Administration of Estates Act (Attorney General)
- Crown Agency Act (Attorney General)
- Crown Attorneys Act (Attorney General)
- Crown Employees Collective Bargaining Act (Labour)
- Crown Timber Act (Natural Resources)
- Crown Witnesses Act (Attorney General)
- Dangerous Goods Transportation Act, 1981 (requires proclamation) (Transportation & Communications)
- Day Nurseries Act (Community & Social Services)
- Dead Animal Disposal Act (Agriculture & Food)
- Debt Collectors Act (Consumer & Commercial Relations)
- Dental Technicians Act (Health)
- Denture Therapists Act (Health)
- Deposits Regulation Act (Consumer & Commercial Relations)
- Development Corporations Act, 1973 (Industry & Trade)
- Developmental Services Act (Community & Social Services)
- Discriminatory Business Practices Act (Consumer & Commercial Relations)
- Disorderly Houses Act (Attorney General)
- District Municipality of Muskoka Act (Municipal Affairs & Housing)
- District of Parry Sound Local Government Act, 1979 (Municipal Affairs & Housing)
- District Welfare Administration Boards Act (Community & Social Services)
- Dog Licensing and Livestock and Poultry Protection Act (Agriculture & Food)
- Dog Owner's Liability Act (Attorney General)
- Dominion Courts Act (Attorney General)
- Drainage Act (Agriculture & Food)
- Drugless Practitioners Act (Health)
- Edible Oil Products Act (Agriculture & Food)
- Education Act (Education)
- Egress From Public Buildings Act (Consumer & Commercial Relations)
- Egress From Public Buildings Act (Solicitor General)



- Elderly Persons Centres Act  
(Community & Social Services)
- Elderly Persons' Housing Aid Act  
(Municipal Affairs & Housing)
- Election Act (Premier's Office)
- Election Finances Reform Act  
(Commission on Election  
Contributions & Expenses)
- Elevating Devices Act (Consumer &  
Commercial Relations)
- Employment Agencies Act (Labour)
- Employment Standards Act  
(Labour)
- Endangered Species Act (Natural  
Resources)
- Energy Act (Consumer &  
Commercial Relations)
- Environmental Assessment Act  
(Natural Resources)
- Environmental Protection Act  
(Natural Resources)
- Escheats Act (Attorney General)
- Essex County French-Language  
Secondary School Act, 1977  
(Education)
- Estates Administration Act  
(Attorney General)
- Estreats Act (Attorney General)
- Evidence Act (Attorney General)
- Execution Act (Attorney General)
- Executive Council Act (Premier's  
Office)
- Expropriations Act (Attorney  
General)
- Extra-Judicial Services Act  
(Attorney General)
- Factors Act (Consumer &  
Commercial Relations)
- Family Benefits Act (Community &  
Social Services)
- Family Law Reform Act (Attorney  
General)
- Farm Income Stabilization Act  
(Agriculture & Food)
- Farm Loans Act (Treasury &  
Economics)
- Farm Loans Adjustment Act  
(Treasury & Economics)
- Farm Products Containers Act  
(Agriculture & Food)
- Farm Products Grades and Sales Act  
(Agriculture & Food)
- Farm Products Marketing Act  
(Agriculture & Food)
- Farm Products Payments Act  
(Agriculture & Food)
- Ferries Act (Transportation &  
Communications)
- Financial Administration Act  
(Treasury & Economics)
- Fines and Forfeitures Act (Attorney  
General)
- Fire Accidents Act (Solicitor  
General)
- Fire Departments Act (Solicitor  
General)
- Fire Fighters' Exemption Act  
(Solicitor General)
- Fire Marshals Act (Solicitor  
General)
- Fish Inspection Act (Natural  
Resources)
- Fisheries Act (Canada-Ontario  
Fishery Regulations) (Natural  
Resources)
- Fisheries Loans Act (Natural  
Resources)
- Flag Act (Government Services)
- Floral Emblem Act (Government  
Services)
- Fluoridation Act (Health)
- Foreign Cultural Objects Immunity  
from Seizure Act, 1981  
(Citizenship & Culture)
- Forest Fires Prevention Act (Natural  
Resources)
- Forest Tree Pest Control Act  
(Natural Resources)
- Forestry Act (Natural Resources)
- Fraudulent Conveyances Act  
(Attorney General)

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| <p>Fraudulent Debtors Arrest Act<br/>(Attorney General)</p> <p>Freshwater Fish Marketing Act<br/>(Ontario) (Natural Resources)</p> <p>Frustrated Contracts Act (Attorney<br/>General)</p> <p>Fuel Tax Act, 1981 (in force Sept. 1,<br/>1982) (Revenue)</p> <p>Funeral Services Act (Health)</p> <p>Fur Farms Act (Agriculture &amp; Food)</p> <p>Game and Fish Act (Natural<br/>Resources)</p> <p>Gananoque Lands Act, 1961-62<br/>(Natural Resources)</p> <p>Gas and Oil Leases Act (Natural<br/>Resources)</p> <p>Gasoline Handling Act (Consumer<br/>&amp; Commercial Relations)</p> <p>Gasoline Tax Act (Revenue)</p> <p>General Sessions Act (Attorney<br/>General)</p> <p>General Welfare Assistance Act<br/>(Community &amp; Social Services)</p> <p>George R. Gardiner Museum of<br/>Ceramic Art Act, 1981<br/>(Citizenship &amp; Culture)</p> <p>Gold Clauses Act (Treasury &amp;<br/>Economics)</p> <p>Government Contracts Hours &amp;<br/>Wages Act (Labour)</p> <p>Grain Elevator Storage Act<br/>(Agriculture &amp; Food)</p> <p>Guarantee Companies Securities Act<br/>(Consumer &amp; Commercial<br/>Relations)</p> <p>Habeas Corpus Act (Attorney<br/>General)</p> <p>Healing Arts Radiation Protection<br/>Act (some sections not yet<br/>proclaimed) (Health)</p> <p>Health Disciplines Act (Health)</p> <p>Health Insurance Act (Health)</p> <p>Highway Traffic Act (Transportation<br/>&amp; Communications)</p> <p>Historical Parks Act (Tourism &amp;<br/>Recreation)</p> | <p>Homemakers and Nurses Services<br/>Act (Community &amp; Social<br/>Services)</p> <p>Homes for Retarded Persons Act<br/>(Community &amp; Social Services)</p> <p>Homes for Special Care Act<br/>(Health)</p> <p>Homes for the Aged and Rest<br/>Homes Act (Community &amp; Social<br/>Services)</p> <p>Horticultural Societies Act<br/>(Agriculture &amp; Food)</p> <p>Hospital Labour Disputes<br/>Arbitration Act (Labour)</p> <p>Hospitals and Charitable Institutions<br/>Inquiries Act (Attorney General)</p> <p>Hotel Fire Safety Act (Solicitor<br/>General)</p> <p>Hotel Registration of Guests Act<br/>(Attorney General)</p> <p>Housing Development Act<br/>(Municipal Affairs &amp; Housing)</p> <p>Human Tissue Gift Act (Solicitor<br/>General)</p> <p>Hunter Damage Compensation Act<br/>(Agriculture &amp; Food)</p> <p>Hypnosis Act (Health)</p> <p>IDEA Corporation Act, 1981<br/>(Industry &amp; Trade)</p> <p>Immunization of School Pupil's Act,<br/>1982 (Health)</p> <p>Income Tax Act (Revenue)</p> <p>Indian Welfare and Services Act<br/>(Community &amp; Social Services)</p> <p>Industrial and Mining Lands<br/>Compensation Act (Natural<br/>Resources)</p> <p>Industrial Standards Act (Labour)</p> <p>Inflation Restraint Act, 1982<br/>(Treasury &amp; Economics)</p> <p>Innkeepers Act (Attorney General)</p> <p>Insurance Act (Consumer &amp;<br/>Commercial Relations)</p> <p>International Bridges Municipal<br/>Payments Act, 1981 (Municipal<br/>Affairs &amp; Housing)</p> |
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- Interpretation Act (Attorney General)
- Interprovincial Subpoenas Act (Requires Proclamation) (Attorney General)
- Investments Contracts Act (Consumer & Commercial Relations)
- Judges' Orders Enforcement Act (Attorney General)
- Judicature Act (Attorney General)
- Judicial Review Procedure Act (Attorney General)
- Junior Farmers Establishment Act (Agriculture & Food)
- Juries Act (Attorney General)
- Justices of the Peace Act (Attorney General)
- Labour Relations Act (Labour)
- Lac Seul Conservation Act, 1928 (Natural Resources)
- Lake of the Woods Control Board Act, 1922 (Natural Resources)
- Lake Superior Board of Education Act (Education)
- Lakehead University Act, 1965 (Colleges & Universities)
- Lakes and Rivers Improvement Act (Natural Resources)
- Land Titles Act (Consumer & Commercial Relations)
- Land Transfer Tax Act (Revenue)
- Landlord and Tenant Act (Attorney General)
- Laurentian University of Sudbury Act, 1960 (Colleges & Universities)
- Law Society Act (Attorney General)
- Leeds and Grenville County Board of Education and Teachers Dispute Act, 1981 (Education)
- Legal Aid Act (Attorney General)
- Legislative Assembly Act (Office of the Assembly)
- Legislative Assembly Retirement Allowances Act, 1973 (Office of the Assembly)
- Libel and Slander Act (Attorney General)
- Lieutenant Governor Act (Premier's Office)
- Lightning Rods Act (Solicitor General)
- Limitations Act (Attorney General)
- Limited Partnerships Act (Consumer & Commercial Relations)
- Line Fences Act (Municipal Affairs & Housing)
- Liquor Control Act (Consumer & Commercial Relations)
- Liquor Licence Act (Consumer & Commercial Relations)
- Livestock and Livestock Products Act (Agriculture & Food)
- Livestock Branding Act (Agriculture & Food)
- Livestock Community Sales Act (Agriculture & Food)
- Livestock Medicines Act (Agriculture & Food)
- Loan and Trust Corporations Act (Consumer & Commercial Relations)
- Local Improvement Act (Municipal Affairs & Housing)
- Local Roads Boards Act (Transportation & Communications)
- Local Services Boards Act (Northern Affairs)
- Lord's Day (Ontario) Act (Attorney General)
- Management Board of Cabinet Act, 1971 (Management Board of Cabinet)
- Manitoba-Ontario Lake St. Joseph Diversion Agreement Authorization Act, 1958 (Natural Resources)

Marine Insurance Act (Consumer & Commercial Relations)  
 Marriage Act (Consumer & Commercial Relations)  
 Massey-Ferguson Limited Act, 1981 (Industry & Trade)  
 Master and Servant Act (Attorney General)  
 Matrimonial Causes Act (Attorney General)  
 McMaster University Act, 1957 (Colleges & Universities)  
 McMichael Canadian Collection Act (Citizenship & Culture)  
 Meat Inspection Act (Ontario) (Agriculture & Food)  
 Mechanics' Lien Act (Attorney General)  
 Mental Health Act (Health)  
 Mental Hospitals Act (Health)  
 Mental Incompetency Act (Attorney General)  
 Mercantile Law Amendment Act (Attorney General)  
 Metropolitan Police Force Complaints Act, 1981 (Attorney General)  
 Migratory Birds Convention Act (Canada) – Ontario Regulations (Natural Resources)  
 Milk Act (Agriculture & Food)  
 Mineral Emblem Act (Natural Resources)  
 Mining Act (Natural Resources)  
 Mining Tax Act (Natural Resources)  
 Ministry of Agriculture and Food Act (Agriculture & Food)  
 Ministry of the Attorney General Act (Attorney General)  
 Ministry of Citizenship & Cultural Act (Citizenship & Culture)  
 Ministry of Colleges and Universities Act (Colleges & Universities)  
 Ministry of Community and Social Services Act (Community & Social Services)

Ministry of Consumer and Commercial Relations Act (Consumer & Commercial Relations)  
 Ministry of Correctional Services Act (Correctional Services)  
 Ministry of Energy Act (Energy)  
 Ministry of Environment Act (Environment)  
 Ministry of Government Services Act (Government Services)  
 Ministry of Health Act (Health)  
 Ministry of Industry & Trade Act (Industry & Trade)  
 Ministry of Intergovernmental Affairs Act (Intergovernmental Affairs)  
 Ministry of Labour Act (Labour)  
 Ministry of Municipal Affairs and Housing Act, 1981 (Municipal Affairs & Housing)  
 Ministry of Natural Resources Act (Natural Resources)  
 Ministry of Northern Affairs Act (Northern Affairs)  
 Ministry of Revenue Act (Revenue)  
 Ministry of Solicitor General Act (Solicitor General)  
 Ministry of Tourism & Recreation Act, 1982 (Tourism & Recreation)  
 Ministry of Transportation & Communications Act (Transportation & Communications)  
 Ministry of Transportation & Communications Creditors Payment Act (Transportation & Communications)  
 Ministry of Treasury & Economics Act (Treasury & Economics)  
 Minors Act (Attorney General)  
 Minors' Protection Act (Attorney General)  
 Moosonee Development Area Board Act (Municipal Affairs & Housing)



- Mortgage Brokers Act (Consumer & Commercial Relations)
- Mortgages Act (Attorney General)
- Motor Vehicle Accident Claims Act (Consumer & Commercial Relations)
- Motor Vehicle Dealers Act (Consumer & Commercial Relations)
- Motor Vehicle Fuel Tax Act (see Fuel Tax Act, 1982) (Revenue)
- Motorized Snow Vehicles Act (Transportation & Communications)
- Municipal Act (Municipal Affairs & Housing)
- Municipal Affairs Act (Municipal Affairs & Housing)
- Municipal Arbitrations Act (Municipal Affairs & Housing)
- Municipal Boundary Negotiations Act, 1981 (Municipal Affairs & Housing)
- Municipal Conflict of Interest Act, 1983 (Municipal Affairs & Housing)
- Municipal Corporations Quieting Orders Act (Municipal Affairs & Housing)
- Municipal Elderly Residents' Assistance Act (Municipal Affairs & Housing)
- Municipal Elections Act (Municipal Affairs & Housing)
- Municipal Electric Railways Act (Transportation & Communications)
- Municipal Franchises Act (Municipal Affairs & Housing)
- Municipal Health Services Act (Health)
- Municipal Interest and Discount Rates Act, 1982 (Municipal Affairs & Housing)
- Municipal Subsidies Adjustment Repeal Act, 1976 (Municipal Affairs & Housing)
- Municipal Tax Assistance Act (Municipal Affairs & Housing)
- Municipal Unemployment Relief Act (Municipal Affairs & Housing)
- Municipal Works Assistance Act (Municipal Affairs & Housing)
- Municipality of Metropolitan Toronto Act (Municipal Affairs & Housing)
- Municipality of Shuniah Act, 1936 (Municipal Affairs & Housing)
- Muskoka & Parry Sound Telephone Co., Limited Acquisition Act, 1978 (Transportation & Communications)
- National Radio Observatory Act, 1962-63 (Natural Resources)
- Negligence Act (Attorney General)
- Niagara Escarpment Planning & Development Act (Sec'y for Resources Development)
- Niagara Parks Act (Tourism & Recreation)
- Non-resident Agricultural Land Interests Registration Act (Agriculture & Food)
- North Georgian Bay Recreational Reserve Act, 1962-63 (Natural Resources)
- North Pickering Development Corporation Act, 1974 (Municipal Affairs & Housing)
- Notaries Act (Attorney General)
- Nursing Home Act (Health)
- Occupational Health and Safety Act (Labour)
- Occupiers' Liability Act (Attorney General)
- Official Notices Publication Act (Government Services)
- Oleomargarine Act (Agriculture & Food)

- Ombudsman Act, 1975 (Office of the Ombudsman)
- One Day's Rest in Seven Act (Labour)
- Ontario Agricultural Museum Act (Agriculture & Food)
- Ontario College of Art Act, 1968-69 (Colleges & Universities)
- Ontario Credit Union League Limited Act, 1972 (Consumer & Commercial Relations)
- Ontario Deposit Insurance Corporation Act (Consumer & Commercial Relations)
- Ontario Economic Council Act (Treasury & Economics)
- Ontario Education Capital Aid Corporation Act (Treasury & Economics)
- Ontario Educational Communications Authority Act (Citizenship & Culture)
- Ontario Energy Board Act (Energy)
- Ontario Energy Corporation Act (Energy)
- Ontario Food Terminal Act (Agriculture & Food)
- Ontario Geographic Names Board Act (Natural Resources)
- Ontario Guaranteed Annual Income Act (Revenue)
- Ontario Harbours Agreement Act, 1962-63 (Natural Resources)
- Ontario Heritage Act (Citizenship & Culture)
- Ontario Highway Transport Board Act (Transportation & Communications)
- Ontario Housing Corporation Act (Municipal Affairs & Housing)
- Ontario Human Rights Code (Labour)
- Ontario Institute for Studies in Education Act (Education)
- Ontario Land Corporation Act (Municipal Affairs & Housing)
- Ontario Law Reform Commission Act (Attorney General)
- Ontario Loan Act (Treasury & Economics)
- Ontario Lottery Corporation Act (Tourism & Recreation)
- Ontario Mental Health Foundation Act (Health)
- Ontario Mineral Exploration Program Act (Natural Resources)
- Ontario Municipal Board Act (Attorney General)
- Ontario Municipal Employees Retirement System Act (Treasury & Economics)
- Ontario Municipal Improvement Corporation Act (Treasury & Economics)
- Ontario New Home Warranties Plan Act (Consumer & Commercial Relations)
- Ontario Northland Transportation Commission Act (Northern Affairs)
- Ontario Pensioners Property Tax Assistance Act (Revenue)
- Ontario Place Corporation Act (Tourism & Recreation)
- Ontario Planning and Development Act (Municipal Affairs & Housing)
- Ontario Regulation 496/80 – Ontario International Corporation (1980) (Industry & Trade)
- Ontario School Trustees' Council Act (Education)
- Ontario Society for Prevention of Cruelty to Animals Act (Solicitor General)
- Ontario Telephone Development Corporation Act (Transportation & Communications)
- Ontario Transportation Development Corporation Act (Transportation & Communications)



Ontario Unconditional Grants Act (Municipal Affairs & Housing)	Personal Property Security Act (Consumer & Commercial Relations)
Ontario Universities Capital Aid Corporation Act (Treasury & Economics)	Pesticides Act (Environment)
Ontario Waste Management Corporation Act, 1981 (Environment)	Petroleum Products Price Freeze Act, 1975 (Consumer & Commercial Relations)
Ontario Water Resources Act (Environment)	Petroleum Resources Act (Natural Resources)
Ontario Water Resources Act (Part) (Consumer & Commercial Relations)	Pits and Quarries Control Act (Natural Resources)
Ontario Youth Employment Act (Municipal Affairs & Housing)	Planning Act, 1983 (Municipal Affairs & Housing)
Operating Engineers Act (Consumer & Commercial Relations)	Planning Statute Law Amendment Act, 1983 (Municipal Affairs & Housing)
Ophthalmic Dispensers Act (Health)	Plant Diseases Act (Agriculture & Food)
Osgoode Hall Law School Scholarships Act, 1968-69 (Colleges & Universities)	Police Act (Solicitor General)
Ottawa-Carleton Amalgamations and Elections Act, 1973 (Municipal Affairs & Housing)	Police Village of St. George Act, 1980 (Municipal Affairs & Housing)
Ottawa River Water Powers Act, 1943 (Natural Resources)	Policy and Priorities Board of the Cabinet Act (Premier's Office)
Paperback and Periodical Distributors Act (Consumer & Commercial Relations)	Pounds Act (Agriculture & Food)
Parks Assistance Act (Natural Resources)	Power Corporation Act (Energy)
Parkway Belt Planning and Development Act (Municipal Affairs & Housing)	Power Corporation Insurance Act (Energy)
Partition Act (Attorney General)	Powers of Attorney Act (Attorney General)
Partnerships Act (Consumer & Commercial Relations)	Prearranged Funeral Services Act (Consumer & Commercial Relations)
Partnerships Registration Act (Consumer & Commercial Relations)	Prepaid Hospital and Medical Services Act (Consumer & Commercial Relations)
Pawnbrokers Act (Attorney General)	Private Hospitals Act (Health)
Pension Benefits Act (Consumer & Commercial Relations)	Private Investigators and Security Guards Act (Solicitor General)
Perpetuities Act (Attorney General)	Private Sanitaria Act (Health)
	Private Vocational Schools Act (Colleges & Universities)
	Proceedings Against the Crown Act (Attorney General)
	Professional Engineers Act (Attorney General)

- Property and Civil Rights Act  
(Attorney General)
- Provincial Auctioneers Act  
(Agriculture & Food)
- Provincial Court (Civil Division)  
Project Act (Attorney General)
- Provincial Courts Act (Part)  
(Attorney General)
- Provincial Courts Act (Part)  
(Community & Social Services)
- Provincial Land Tax Act (Revenue)
- Provincial Offences Act (Attorney  
General)
- Provincial Parks Act (Natural  
Resources)
- Provincial Parks Municipal Tax  
Assistance Act (Municipal Affairs  
& Housing)
- Provincial Schools Negotiations Act  
(Education)
- Psychologists Registration Act  
(Health)
- Public Accountancy Act (Attorney  
General)
- Public Authorities Protection Act  
(Attorney General)
- Public Commercial Vehicles Act  
(Transportation &  
Communications)
- Public Halls Act (Attorney General)
- Public Health Act (Health)
- Public Hospitals Act (Health)
- Public Inquiries Act (Attorney  
General)
- Public Institutions Inspection Act  
(Attorney General)
- Public Lands Act (Natural  
Resources)
- Public Libraries Act (Citizenship &  
Culture)
- Public Officers Act (Attorney  
General)
- Public Officers' Fees Act (Attorney  
General)
- Public Parks Act (Municipal Affairs  
& Housing)
- Public Service Act, 1981  
(Management Board of Cabinet)
- Public Service Superannuation Act  
(Government Services)
- Public Service Works on Highways  
Act (Transportation &  
Communications)
- Public Transportation and Highways  
Improvement Act (Transportation  
& Communications)
- Public Trustee Act (Attorney  
General)
- Public Utilities Act (Municipal  
Affairs & Housing)
- Public Utilities Corporations Act  
(Municipal Affairs & Housing)
- Public Vehicles Act (Transportation  
& Communications)
- Public Works Protection Act  
(Solicitor General)
- Quieting Titles Act (Attorney  
General)
- Race Tracks Tax Act (Revenue)
- Racing Commission Act (Consumer  
& Commercial Relations)
- Radiological Technicians Act  
(Health)
- Railways Act (Transportation &  
Communications)
- Real Estate and Business Brokers  
Act (Consumer & Commercial  
Relations)
- Reciprocal Enforcement of  
Judgments Act (Attorney  
General)
- Reciprocal Enforcement of  
Maintenance Orders Act  
(Attorney General)
- Regional Municipality of Durham  
Act (Municipal Affairs &  
Housing)
- Regional Municipality of  
Haldimand-Norfolk Act  
(Municipal Affairs & Housing)
- Regional Municipality of Halton Act  
(Municipal Affairs & Housing)



- Regional Municipality of Hamilton-Wentworth Act (Municipal Affairs & Housing)
- Regional Municipality of Niagara Act (Municipal Affairs & Housing)
- Regional Municipality of Ottawa-Carleton Act (Municipal Affairs & Housing)
- Regional Municipality of Ottawa-Carleton Land Acquisition Act, 1980 (Municipal Affairs & Housing)
- Regional Municipality of Peel Act (Municipal Affairs & Housing)
- Regional Municipality of Sudbury Act (Municipal Affairs & Housing)
- Regional Municipality of Waterloo Act (Municipal Affairs & Housing)
- Regional Municipality of York Act (Municipal Affairs & Housing)
- Registered Insurance Brokers Act (Consumer & Commercial Relations)
- Registry Act (Consumer & Commercial Relations)
- Regulations Act (Attorney General)
- Regulations Revision Act, 1979 (Attorney General)
- Religious Freedom Act (Attorney General)
- Religious Organizations' Lands Act (Attorney General)
- Replevin Act (Attorney General)
- Representation Act (Premier's Office)
- Residential Tenancies Act (Consumer & Commercial Relations)
- Residential Complexes Financing Costs Restraint Act, 1982 (self-repeating December 1983 (Consumer & Commercial Relations)
- Retail Business Holidays Act (Solicitor General)
- Retail Sales Tax Act (Revenue)
- Revised Statutes Confirmation Act, 1981 (Attorney General)
- Riding Horse Establishments Act (Agriculture & Food)
- Rights of Labour Act (Labour)
- Royal Botanical Gardens Act, 1941 (as amended) (Citizenship & Culture)
- Road Access Act (Municipal Affairs & Housing)
- Royal Ontario Museum Act (Citizenship & Culture)
- Rural Housing Assistance Act (Municipal Affairs & Housing)
- Rural Hydro-Electric Distribution Act (Energy)
- Rural Power District Loans Act (Energy)
- Ryerson Polytechnical Institute Act, 1977 (Colleges & Universities)
- Sale of Goods Act (Attorney General)
- Sanatoria for Consumptives Act (Health)
- School Boards and Teachers Collective Negotiations Act (Education)
- School Trust Conveyances Act (Education)
- Securities Act (Consumer & Commercial Relations)
- Seed Potatoes Act (Agriculture & Food)
- Seine River Diversion Act, 1952 (Natural Resources)
- Settled Estates Act (Attorney General)
- Settlers' Pulpwood Protection Act (Natural Resources)
- Sheep and Wool Marketing Act, 1981 (Agriculture & Food)
- Sheriffs Act (Attorney General)

- Shoreline Property Assistance Act  
(Municipal Affairs & Housing)
- Short Forms of Conveyances Act  
(Attorney General)
- Short Forms of Leases Act  
(Attorney General)
- Short Forms of Mortgages Act  
(Attorney General)
- Small Business Development  
Corporations Act (Revenue)
- Small Claims Courts Act (Attorney  
General)
- Snow Roads and Fences Act  
(Municipal Affairs & Housing)
- Soldiers' Aid Commission Act  
(Community & Social Services)
- Solicitors Act (Attorney General)
- Spruce Pulpwood Exportation Act  
(Natural Resources)
- St. Clair Parkway Commission Act  
(Tourism & Recreation)
- St. Lawrence Parks Commission Act  
(Tourism & Recreation)
- Statistics Act (Treasury &  
Economics)
- Statute of Frauds (Attorney  
General)
- Statutes Act (Attorney General)
- Statutes Labour Act (Part)  
(Transportation &  
Communications)
- Statutes Labour Act (Municipal  
Affairs & Housing)
- Statutes Revision Act, 1979  
(Attorney General)
- Statutory Powers Procedure Act  
(Attorney General)
- Steep Rock Iron Ore Development  
Act, 1949 (Natural Resources)
- Stock Yards Act (Agriculture &  
Food)
- Succession Duty Act Supplementary  
Provisions Act, 1980 (Revenue)
- Succession Law Reform Act  
(Attorney General)
- Successor Rights (Crown Transfers  
Act), 1977 (Management Board of  
Cabinet)
- Sunnybrook Hospital Act (Colleges  
& Universities)
- Superannuation Adjustment  
Benefits Act (Management Board  
of Cabinet)
- Supply Act (Treasury & Economics)
- Surrogate Courts Act (Attorney  
General)
- Surveyor's Act (Natural Resources)
- Surveys Act (Natural Resources)
- Tax Sales Confirmation Act  
(Municipal Affairs & Housing)
- Teachers' Superannuation Act  
(Education)
- Teaching Profession Act (Education)
- Technology Centres Act, 1982  
(Industry & Trade)
- Telephone Act (Transportation &  
Communications)
- Territorial Division Act (Municipal  
Affairs & Housing)
- Theatres Act (Consumer &  
Commercial Relations)
- Ticket Speculation Act (Attorney  
General)
- Tile Drainage Act (Agriculture &  
Food)
- Time Act (Attorney General)
- Tobacco Tax Act (Revenue)
- Toll Bridges Act (Transportation &  
Communications)
- Tom Longboat Act, 1980 (Municipal  
Affairs & Housing)
- Topsoil Preservation Act  
(Agriculture & Food)
- Toronto Area Transit Operating  
Authority Act (Transportation &  
Communications)
- Toronto District Heating  
Corporation Act, 1980 (Municipal  
Affairs & Housing)

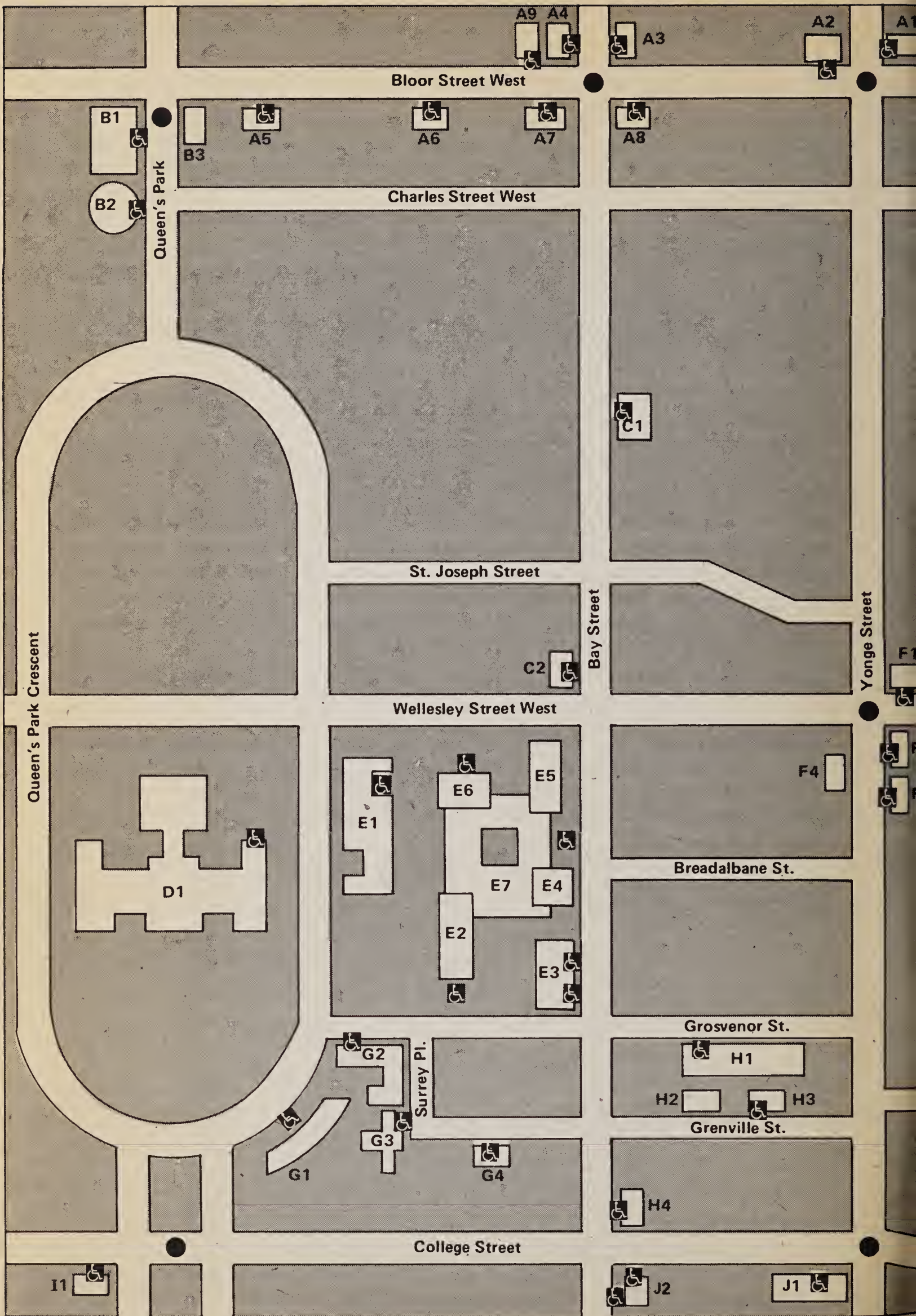


- Toronto Islands Act, 1980  
 (Municipal Affairs & Housing)  
 Toronto Stock Exchange Act  
 (Consumer & Commercial  
 Relations)  
 Tourism Act (Tourism &  
 Recreation)  
 Town of Wasaga Beach Act, 1973  
 (Municipal Affairs & Housing)  
 Township of North Plantagenet Act,  
 1976 (Municipal Affairs &  
 Housing)  
 Township of Pelee Act  
 (Transportation &  
 Communications)  
 Training Schools Act (Community &  
 Social Services)  
 Travel Industry Act (Consumer &  
 Commercial Relations)  
 Trees Act (Natural Resources)  
 Trent University Act, 1962-63  
 (Colleges & Universities)  
 Trespass to Property Act (Attorney  
 General)  
 Trustee Act (Attorney General)  
 Unclaimed Articles Act (Consumer  
 & Commercial Relations)  
 Unconscionable Transactions Relief  
 Act (Attorney General)  
 Unified Family Court Act (Self  
 Repealing on July 1, 1982)  
 (Attorney General)  
 University Expropriation Powers  
 Act (Attorney General)  
 University of Guelph Act, 1964  
 (Colleges & Universities)  
 University of Ottawa Act, 1965  
 (Colleges & Universities)  
 University of Toronto Act, 1971  
 (Colleges & Universities)  
 University of Waterloo Act, 1972  
 (Colleges & Universities)  
 University of Western Ontario Act,  
 1967 (Colleges & Universities)  
 University of Windsor Act, 1962-63  
 (Colleges & Universities)  
 Upholstered and Stuffed Articles  
 Act (Consumer & Commercial  
 Relations)  
 Urban Transportation Development  
 Corporation Ltd. Act  
 (Transportation &  
 Communications)  
 Variation of Trusts Act (Attorney  
 General)  
 Vendors and Purchasers Act  
 (Attorney General)  
 Venereal Diseases Prevention Act  
 (Health)  
 Veterinarians Act (Agriculture &  
 Food)  
 Vexatious Proceedings Act  
 (Attorney General)  
 Village of Point Edward Act, 1979  
 (Municipal Affairs & Housing)  
 Vital Statistics Act (Consumer &  
 Commercial Relations)  
 Vocational Rehabilitation Services  
 Act (Community & Social  
 Services)  
 Wages Act (Attorney General)  
 War Veterans Burial Act (Health)  
 Warehousemen's Lien Act  
 (Attorney General)  
 Warehouse Receipts Act (Attorney  
 General)  
 Weed Control Act (Agriculture &  
 Food)  
 Wharfs and Harbours Act  
 (Municipal Affairs & Housing)  
 Wild Rice Harvesting Act (Natural  
 Resources)  
 Wilderness Areas Act (Natural  
 Resources)  
 Wilfrid Laurier University Act, 1973  
 (Colleges & Universities)  
 Wine Content Act (Consumer &  
 Commercial Relations)  
 Woodlands Improvement Act  
 (Natural Resources)

Woodmen's Employment Act  
(Natural Resources)  
Woodmen's Lien for Wages Act  
(Natural Resources)  
Workmen's Compensation Act  
(Labour)  
Workmen's Compensation Insurance  
Act (Labour)  
York University Act, 1965 (Colleges  
& Universities)











# Queen's Park and Vicinity

## Legend

- A1 – 2 Bloor St. E.
- A2 – 2 Bloor St. W.
- A3 – 60 Bloor St. W.
- A4 – 1200 Bay St.
- A5 – 151 Bloor St. W.
- A6 – 101 Bloor St. W.
- A7 – 77 Bloor St. W.
- A8 – 55 Bloor St. W.
- A9 – 80 Bloor St. W.
- B1 – 100 Queen's Park (Royal Ontario Museum)
- B2 – 100 Queen's Park (Planetarium)
- B3 – 125 Queen's Park (Q.P. Entrance) (Ombudsman Office)
- 157 Bloor St. W. (Bloor St. Entrance) (Public Complaints Commission)

- C1 – 1075 Bay St. (The Citadel)
- C2 – 56 Wellesley St. W. (Suncof)
- D1 – 111 Wellesley St. W. (Legislative Building)
- E1 – 99 Wellesley St. W. (Whitney Block)
- E2 – 80 Grosvenor St. (Hepburn Block)
- E3 – 880 Bay St.
- E4 – 900 Bay St. (Mowat Block)
- E5 – 900 Bay St. (Hearst Block)
- E6 – 77 Wellesley St. W. (Ferguson Block)
- E7 – 900 Bay St. (MacDonald Block)
- F1 – 10 Wellesley St. E.
- F2 – 555 Yonge St.
- F3 – 543 Yonge St.
- F4 – 558 Yonge St.

## Key

- Subway
- ♿ Wheelchair Access
- G1 – 7 Queen's Park Cr. (Frost Building South)
- G2 – 95 Grosvenor St. (Frost Building North)
- G3 – 2 Surrey Place
- G4 – 77 Grenville St. (Archives of Ontario)
- H1 – 25 Grosvenor St. (George Drew)
- H2 – 26 Grenville St. (Coroner's Office)
- H3 – 18 Grenville St. (Q.P. Credit Union)
- H4 – 801 Bay St.
- I1 – 700 University Ave. (Ont. Hydro)
- I2 – 620 University Ave. (Old Hydro Bldg.) (Office of Legislative Services)
- I3 – 500 University Ave. (Supreme Court Reporter's Office) (Ontario Manpower Commission)

- J1 – 444 Yonge St. (Provincial and Small Claims Courts)
- J2 – 777 Bay Street (College Park)
- K1 – 700 Bay Street (LuCliff Place)
- L1 – 454 University Ave.
- L2 – 434 University Ave.
- L3 – 400 University Ave. (Traveller's Tower)
- L4 – 180 Dundas St. W.
- M1 – 361 University Ave. (Court House)
- M2 – 130 Queen St. W. (Osgoode Hall)
- M3 – 145 Queen St. W.
- M4 – 100 Queen St. W. (New City Hall)
- M5 – 60 Queen St. W. (Old City Hall)





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